



The City Bridge Trust Committee

ANNEX - APPLICATION FORMS

Date: THURSDAY, 25 JULY 2019
Time: 1.45 pm
Venue: COMMITTEE ROOMS, 2ND FLOOR, WEST WING, GUILDHALL

11. GRANTS AND STRATEGIC INITIATIVES RECOMMENDATIONS AND ASSESSMENTS

To consider the CGO's reports on grant recommendations as follows: -

Index of Grant Application Forms (Pages 1 - 2)

- b) Body & Soul (Pages 3 - 16)
- c) CLIC Sargent (Pages 17 - 30)
- d) Ealing Law Centre (Pages 31 - 42)
- e) Latin American Women's Rights Services (LAWRS) (Pages 43 - 54)
- f) North Kensington Law Centre (Pages 55 - 66)
- g) Children England (Pages 67 - 78)
- h) Claremont Project (Islington) (Pages 79 - 90)
- i) Covent Garden Dragon Hall Trust (Pages 91 - 102)
- j) Crafts Council (Pages 103 - 118)
- k) CREATE London (Pages 119 - 130)
- l) Headway East London (Pages 131 - 142)
- m) Irish Elderly Advice Network (Pages 143 - 156)
- n) Islington Boat Club (IBC) (Pages 157 - 168)
- o) London Legal Support Trust (Pages 169 - 180)
- p) St Gabriel's Parish House Trust (Pages 181 - 192)
- q) Stepney City Farm Ltd (Pages 193 - 210)

- r) Stratford Circus Arts Centre (Pages 211 - 222)
- s) The French Protestant Church of London (Pages 223 - 236)
- t) The Horse Rangers Association (Hampton Court) Limited (Pages 237 - 252)
- u) Young Barnet Foundation (Pages 253 - 266)
- v) Young Brent Foundation (Pages 267 - 280)
- w) Young Ealing Foundation (Pages 281 - 294)
- x) Young Harrow Foundation (Pages 295 - 308)
- y) Young Westminster Foundation (Pages 309 - 322)
- z) Advocacy in Greenwich (Pages 323 - 334)
- aa) Albert Kennedy Trust (Pages 335 - 346)
- bb) British Refugee Council (Pages 347 - 358)
- cc) Centrepont Soho (Pages 359 - 372)
- dd) Embrace CVOC (Child Victims of Crime) (Pages 373 - 384)
- ee) Evergreen Play Association Ltd (Pages 385 - 396)
- ff) Islington Mind (Pages 397 - 412)
- gg) Nafsiyat Intercultural Therapy Centre (Pages 413 - 424)
- hh) Prison Advice and Care Trust (Pages 425 - 436)
- ii) Shpresa Programme (Pages 437 - 448)
- jj) St Clement and St James Community Development Trust (Pages 449 - 460)
- kk) Sycamore Trust UK (Pages 461 - 474)
- ll) Trailblazers Mentoring Ltd (Pages 475 - 488)
- mm) Waterloo Community Counselling (Pages 489 - 502)

John Barradell
Town Clerk and Chief Executive

Index of Grant Application Forms

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The City Bridge Trust

Bridging Divides: Application for a grant



About your organisation

Organisation Details

Name of your organisation:

Body & Soul

If your organisation is part of a larger organisation, what is its name?

N/A

In which London Borough is your organisation based?

Islington

Contact person:

Ms Helen Watson

Position:

Trusts and Foundations Fundraising Officer

Website:

<http://www.bodyandsoulcharity.org>

Social Media Accounts:

**Twitter and Facebook at
@bodysoulcharity**

What Quality Marks does your organisation currently hold?

Advice Quality Standard certificate for casework services; registered with Ofsted; shortlisted for the Nesta Good Help Award

Legal Status

Legal status of organisation: **Registered Charity**

Charity Number:

1060062

Company Number:

3245543

CIC Number:

N/A

Bencom Number:

N/A

When was your organisation established? **01/10/1997**

Aims of your organisation:

THE OBJECTS FOR WHICH THE COMPANY IS ESTABLISHED ARE:

- A) THE RELIEF OF PERSONS AFFECTED BY THE HUMAN IMMUNODEFICIENCY VIRUS (HIV), BY THE PROVISION OF APPROPRIATE ADVICE, INFORMATION AND SUPPORT TO THEM, THEIR FAMILIES, FRIENDS, PARTNERS AND CARERS;
- B) THE ADVANCEMENT OF PUBLIC EDUCATION IN ALL MATTERS WHICH ARE RELATED TO, OR THOUGHT TO BE RELATED TO, HIV;
- C) THE ADVANCEMENT OF PUBLIC HEALTH FOR THE PUBLIC BENEFIT, IN PARTICULAR BUT WITHOUT LIMITATION BY THE PROVISION OF APPROPRIATE ADVICE, INFORMATION AND SUPPORT TO PEOPLE WHO MAY EXPERIENCE, WHO ARE EXPERIENCING OR WHO HAVE EXPERIENCED TRAUMA;
- D) THE RELIEF OF THOSE IN NEED BY REASON OF ILL-HEALTH OR OTHER DISADVANTAGE;
- E) THE ADVANCEMENT OF PUBLIC AWARENESS AND EDUCATION IN ALL MATTERS RELATING TO TRAUMA.

Main activities of your organisation:

Body & Soul transform the lives of individuals devastated by childhood adversity, including abuse, neglect, illness, and family dysfunction. We support three sub-populations disproportionately at risk of experiencing childhood adversity: people living with HIV; children adopted from care; and young people who have attempted suicide.

We run age-specific programmes for each of these groups:

? HIV Programme: Children's Centre (0-9s); BaSe (10-12s); Teen Spirit (13-19s); Young Adults (20-30s); and Adults (30+). Each programme runs weekly except Teen Spirit which is monthly.

? Post-Adoption Support Programme: Young Explorers (8-12s); Teen Spirit (13-16s); and Parent's Place, run monthly.

? ?You Are Not Alone?: Dialectical Behaviour Therapy group course for 16-30-year-olds who have attempted suicide.

Within each age-specific programme, members (service-users) access a package of care unique to their needs and circumstances. Members can choose to access any combination of: 1:1 and group mental health interventions; casework and advocacy support; education/employment coaching; art/sports-based activities; health and well-being workshops; and peer-to-peer support.

Your Staff & Volunteers

Full-time:	Part-time:	Trustee/Board members:	Active volunteers:
15	13	10	80

Do you have a Safeguarding policy? **Yes**

Are the following people in your organisation subject to DBS checks?

Paid Staff
Yes

Volunteers
Yes

Trustees / Management Committee Members
Yes

Property occupied by your organisation

Is the main property owned, leased or rented by your organisation?	If leased/rented, how long is the outstanding agreement?
Leased	We have a 15-year lease

Environmental Impact

What action have you taken in the past year to progress environmentally sustainability principles and practice?

To reduce our Impact on the environment we:

? Are paperless ? we digitalise any paperwork we receive, shred and recycle unused paper, and only generate new physical paperwork when necessary.

? Use the waste provider, First Mile, who recycle our plastics, metals, electronics, and card/paper.

? Actively monitor usage of water, gas and electricity and reduce our usage wherever we can.

? Look to work with utility providers who put a premium on saving resources. Last year, we switched to Engie for electricity and Everflow for water, both of whom have respectable ?green? credentials.

? Ensure staff attend monthly Policy and Practice meetings to look at our policies in-depth alongside our current practices and make any adjustments accordingly. At least once a year, this meeting explores environmental issues.

? Re-use materials from the Scrap Project to create decorations and resources for our Children?s Centre.

Finance Details

Organisation Finances

	Year of most recent audited / examined accounts	Current financial year forecast	Next financial year budget
End of financial year date	31/12/2017	31/12/2019	
Grants & donations:	£1,276,744	£1,302,000	£0
Earned income:	£280,261	£350,000	£0
Other income:	£0	£0	£0
Total income:	1,557,005	£1,652,000	£0
Charitable activity costs:	£1,306,641	£1,407,390	£0
Cost of raising funds:	£176,332	£180,370	£0
Other costs:	£0	£0	£0
Total expenditure:	£1,482,973	£1,587,760	£0
Free unrestricted reserves held at year end:	£497,911	£412,500	£0
What is your organisation's reserves policy? The Trustees aim to maintain unrestricted reserves equivalent to three months' running costs.			
For your most recent financial year, what % of your income was from statutory sources? 11-20%			

Organisational changes

Describe any significant organisational changes to your structure, financial position or core activities since the date of your most recent accounts.

Since publication of our latest annual accounts (year ending 31st December 2017), we have welcomed two additional staff members to our Senior Management Team: Kathryn Forbes, Public Health Impact Manager; and Zoe Reynolds, Programmes and Pathways Manager. Ida Andreassen, Head of Suicide Support Services, left Body & Soul to pursue a Masters in June 2018.

Grant Request

Which of the Trust's programmes and priority areas will your application deliver? Advice and Support/Provision of advice and support				
Which of the programme outcome(s) does your application aim to achieve?				
Please describe the purpose of your funding request in one sentence. To help fund the delivery of our essential casework and advocacy services for people living with HIV, providing advice and support on issues around housing, benefits, immigration, employment and debt.				
When will the funding be required? 01/07/2019				
Is this request to continue work that is currently funded or has been funded in the last year by: City Bridge Trust? Another funder? (if so which) Yes				
How much funding are you requesting?				
Year 1: £30,000	Year 2: £30,000	Year 3: £0	Year 4: £0	Year 5: £0
Total Requested: £60,000				

What 3 main differences or outcomes do you want to achieve through your funding proposal?

95% of project beneficiaries (i.e. 333 individuals) will report feeling that their support network has increased, by indicating that they feel less isolated, they have more people to talk to, and that their needs have been heard.

85% of project beneficiaries (i.e. 298 individuals) will report feeling more stable, by demonstrating that their economic circumstances have improved, they are no longer in a state of crisis, they feel less stressed, and they feel more able to actively participate in their community.

75% of project beneficiaries (i.e. 263 individuals) will report feeling better able to manage their practical needs themselves, by indicating that they have a better understanding of their rights, feel more confident to speak to their local council, and have an increased ability to manage their finances.

What are the main activities or outputs you will deliver to achieve these differences?

Run 48 x Help Centres a year, accessed by at least 5 members (service-users) a week for 1:1 appointments with our Head of Casework and Advocacy; and run 48 x Self-Help Centres a year, accessed by approximately 5 members a week for 1:1 support with our casework interns and volunteers.

Provide 36 x legal clinics a year where members can access expert support from a team of pro-bono lawyers and solicitors around their housing, immigration, and general legal needs.

Deliver 6 x practical-based workshops a year supporting people living with HIV to better manage their own practical needs including improving their understanding of their rights and how to better manage their finances.

You and your grant request

What, specifically, are you applying for (your project)?

Our project ? ?Stability and Success? ? will provide advice and support on practical issues, including around housing, benefits, immigration, and finances, for people living with HIV.

Funding will cover the salary of our Head of Casework and Advocacy (HCA) who will manage and deliver the project. ?Stability and Success? will provide:

? A weekly Help Centre, where members (service-users) meet with our HCA to address their needs. These cases will form our HCA's caseload, including writing support letters, helping members understand their benefits (including appeals), applying for Hardship grants, and accessing legal advice around immigration and community care matters.

? A weekly Self-Help Centre where members are supported by interns/volunteers to address low intensity practical needs.

? Regular pro-bono legal clinics to address members' complex needs.

? Bi-monthly practical workshops, where our HCA will equip members with knowledge and skills to manage their own needs e.g. improve their budgeting.

How will the project described achieve your stated outcomes?

?Stability and Success? will provide multiple opportunities for members to enlarge their support network, by sharing their needs with staff, volunteers, interns, solicitors, and with each other, to ensure they feel listened to, understood, and can contribute their experiences to support others in similar situations to them.

We will look at the ?whole picture? i.e. not just members' immediate presenting needs, but also their long-term needs and goals. This holistic approach will help members feel valued, therefore more confident to be honest about their needs/circumstances, leading to an increased likelihood of us achieving positive practical outcomes for beneficiaries to bring about lasting change and stability in their lives.

Whether through workshops or 1:1 appointments, we will aim to increase members' knowledge and skills around the circumstances they find themselves in so that they can better manage their needs both now and in the future, helping themselves to become more stable.

How do you know there's a need for this work?

1 in 23 Black African women in the UK are HIV+ and every borough in London has a high, or extremely high, HIV prevalence rate, comparable to that of the Congo and higher than in Uganda or Nigeria. HIV and poverty are inextricably linked. 92% of members who accessed our casework services last year are from Black or Minority Ethnic communities. 83% of our members are unemployed (half due to poor health, a third due to their immigration status, and the remainder are looking for work); 81% regularly cannot afford to buy food for themselves and their families; 60% are disabled; a third rate their English language skills as poor; and a third have experienced intimate partner violence. Practical support is the fastest growing area of our work to address the complex needs of our members, who without our support, are at risk of destitution, homelessness, and exploitation.

How will the work be delivered - specifically, what will you do?

Weekly on a Tuesday evening, an Intern will manage our triage system i.e. talking to members who require practical support to ascertain who they need to speak to. Those who need to speak to our Head of Casework and Advocacy (HCA) will do so that evening through our Help Centre (6-8.30pm), each having a 1:1 appointment (lasting approx. 30-minutes). Our HCA will follow-up each members' case with relevant actions in the following weeks (e.g. writing support letters, appealing unfavourable benefit decisions, writing Hardship grant applications etc) and keep members informed of progress.

Our Self-Help Centre will also run weekly on a Tuesday evening with volunteers/interns supporting members with low level needs e.g. writing a CV. Three times a month, pro-bono lawyers/solicitors will meet members to understand their more complex needs and advise our HCA on what action(s) to take. Our HCA will deliver topical workshops e.g. on budgeting, every 2-months.

Why are you the right organisation to do this work?

- We have 22-years' experience supporting people living with HIV.
- Members have told us they feel most comfortable accessing practical support at Body & Soul.
- Our Head of Casework and Advocacy is a qualified solicitor with 10 years' experience in the financial services industry, 2+ years' experience at Body & Soul, and 3 months' experience at the Disability Law Service advising on employment and benefits.
- Awarded the AQS for Advice at Casework Level in January 2019 - "There are an impressive number of good practices... where the organisation has exceeded the requirements of the AQSv2 to a significant extent"
- We have well-established partnerships with the Terrence Higgins Trust, NAT, Positive East, and with hospitals, GP surgeries, and clinics across London to reach people living with HIV.
- The City Bridge Trust has helped fund our casework and advocacy services over the past 3-years and been impressed with the impact of our services.

How does your work complement and not duplicate other services within your area?

Body & Soul are the only organisation in the UK providing weekly services to address the social, emotional, and practical needs of people of all ages living with HIV. Other HIV-specific services are in decline. In the last year alone, the Terrence Higgins Trust (THT) lost funding for its Positive Balance project (providing money advice to people living with HIV) and for its casework services. Many people previously supported by THT have now been re-directed to Body & Soul for casework.

Our work complements statutory services as we provide a more empathetic approach, recognising members' mental health needs in tandem with their practical issues.

In instances where we are aware of a service which has the capacity to support our members, we refer our members to that service rather than duplicate work. For example, we often refer members to Z2K to secure representation at tribunal to appeal unfavourable benefit decisions.

How will you ensure that your project will hear and represent the views and needs of disadvantaged people and/or diverse communities?

One of the primary aims of ?Stability and Success? is to listen to and understand the needs of people living with HIV, who are some of the most disadvantaged members of our society, facing a plethora of needs (poverty, poor mental health, unemployment, discrimination etc). We will listen through 1:1 appointments, discussion in workshops, and by asking for members? feedback when their ?case? ends. Members? feedback, ideas, and needs will all influence what services we deliver and our approach.

We will represent our members? voice through campaigning around issues which matter to them. For example, in 2017, we helped advocate for formula milk to be provided free on the NHS to HIV+ mothers based on our members? experiences. We will share our members? views and needs through conferences (e.g. BHIVA), networking events, and social media to advocate for changes to systems/policies which perpetuate cycles of disadvantage in our members? lives.

How does your project engage and empower individuals and/or communities to come together on this issue? Will you be working with people who are particularly excluded?

The beneficiaries of this project face exclusion on multiple levels, because of their HIV status, poor mental health, race, culture, language, and living situation. Our members will proactively reach out to their peers through our remote peer support service to check-in with individuals we have not seen for a long time, thereby reaching people who are particularly excluded.

As well as our staff providing support and advice, we will encourage project participants to share their experiences, e.g. of the welfare system or of being homeless, through workshop discussions to support members going through similar issues to them. This will empower individuals who have experienced adversity to use their negative experiences for the benefit of others and support those going through a difficult period to know they are not alone.

We will work with other organisations to amplify members? needs through campaigns tackling the root causes of poverty and inequality.

Is the focus of your project meeting an already identifiable need (acute or otherwise) or are there elements which are preventative and/or incorporate early action?

?Stability and Success? will address members? existing needs and equip project beneficiaries to manage their own needs and circumstances before they escalate into a crisis. For example, practical-based workshops will support members to better understand their rights, so that they can ask for help earlier, and equip members with skills to manage their needs, for example teaching beneficiaries how to create a weekly budget.

Another preventative element is that Body & Soul provides a weekly programme of 1:1 therapies, creative workshops, and peer support, to people living with HIV. This means we see many members on a weekly basis, so are often aware of their practical circumstances earlier than a drop-in service focusing solely on practical support would be, allowing us to act before a member reaches a state of crisis.

Who might you need to work closely with in delivering this project - whether before, during or afterwards?

Body & Soul work closely with numerous organisations to deliver our casework and advocacy services. We work with:

? Hospitals, GPs, and sexual health clinics to advertise our services to people living with HIV.

? Immigration/asylum support services who can provide accommodation for members e.g. Red Cross, Praxis, Refugee Council and Hackney Migrant Centre.

? Foundations and Trusts to secure Hardship grants for members e.g. Glasspool, Margaret's Fund and Heinz.

? ITV Legal, Hogan Lovells, Miles and Partners, and Wilsons LLP to deliver our pro-bono legal clinic.

? NBC Universal who provide employee volunteers to conduct follow-up work with members following their attendance at a practical-based workshop e.g. helping members reduce their energy bills.

? Local authorities and GP surgeries to direct members to social prescribing opportunities in their local community.

? Other HIV support organisations e.g. Food Chain to provide hot meals for our members experiencing food poverty.

Our aim as a funder is to help people move positively between any of the four stages of Surviving, Coping, Adapting and Thriving. For your project at which of these stages will most people begin their journey?

Most project beneficiaries will start their journey at the surviving stage. We anticipate supporting people living with HIV whose benefits have been cut, who have been made homeless, and who face an unstable immigration status, for example. These are individuals who face social, emotional, and economic barriers which prevent them thriving.

We will support members to transition from surviving to coping by providing someone to listen to, understand, and help address members' presenting needs, and by supporting members to adjust their expectations of what is possible/likely. We will support beneficiaries to adapt by upskilling members to manage their own circumstances, e.g. improved budgeting skills will support members to plan ahead rather than survive week to week. And we will support members to thrive by supporting people living with HIV into employment or into a stable home providing a solid base for them to become an active part of their community.

Will there be any elements of this project that will help you or your beneficiaries to reduce your environmental footprint?

Where possible we will signpost members to use energy providers which are both cheap and green. Through workshops focused on budgeting, we will encourage members to plan their meals to both save money and to reduce food waste. We will signpost members to services such as Freecycle and Gumtree, again not only cheaper options for our members, but also greener by encouraging re- / up-cycling. We use Green Tomato Cars as our taxi provider for members with mobility needs.

Funding required for the project

What is the total cost of the proposed activity/project?

Expenditure heading	Year 1	Year 2	Year 3	Year 4	Year 5	Total
Head of Casework and Advocacy	30,000	30,000	0	0	0	60,000
Adult Service Team	11,200	11,200	0	0	0	22,400
Casework Interns	3,240	3,240	0	0	0	6,480
Casework Volunteers	1,164	1,164	0	0	0	2,328
Pro-Bono Legal Team	11,250	11,250	0	0	0	22,500
Members Transport Costs	3,600	3,600	0	0	0	7,200
Members Weekly Hot Meal	960	960	0	0	0	1,920
Monitoring & Evaluation	3,084	3,084	0	0	0	6,168
Office Overheads	6,168	6,168	0	0	0	12,336
TOTAL:	70,937	70,937	0	0	0	141,874

What income has already been raised?

Source	Year 1	Year 2	Year 3	Year 4	Year 5	Total
Big Lottery Fund	11,200	0	0	0	0	11,200
The Progress Foundation	4,404	0	0	0	0	4,404
In-Kind Pro-Bono Support	11,520	11,520	0	0	0	23,040
Our Social Enterprise "Brave"	13,813	13,813	0	0	0	13,813
TOTAL:	40,937	25,333	0	0	0	66,270

What other funders are currently considering the proposal?

Source	Year 1	Year 2	Year 3	Year 4	Year 5	Total
Big Lottery Fund (to be approached in Sep 2019)	0	15,604	0	0	0	15,604
TOTAL:	0	15,604	0	0	0	15,604

How much is requested from the Trust?

Expenditure heading	Year 1	Year 2	Year 3	Year 4	Year 5	Total
Head of Casework and Advocacy	30,000	30,000	0	0	0	60,000
TOTAL:	30,000	30,000	0	0	0	60,000

Who will benefit?

How many people will directly benefit from the grant per year?

350

In which Greater London borough(s) or areas of London will your beneficiaries live?

London-wide

Does this project specifically target any groups or communities?

Yes - please enter details below

This project will specifically work with the following age groups:

16-24/25-44/45-64/65-74/75 and over

This project will specifically work with the following gender groups:

Male

Female

This project will specifically work with the following ethnic groups:

Asian/ Asian British (including Indian; Pakistani; Bangladeshi; Chinese; Any other Asian background)

Black/ African/ Caribbean/ Black British (including African; Caribbean; Any other Black/ African/ Caribbean background)

Mixed / Multiple ethnic groups

Refugees and asylum seekers

If Other ethnic group, please give details:

This project will specifically work with Deaf and disabled people:

Yes

This project will specifically work with LGBTQI groups:

No

This project will specifically work with other groups or communities:
People living with HIV

How will you target the groups/communities you have identified? What is your expertise in providing services for these groups?

22 years experience; target through active outreach at hospitals, GPs, clinics, word of mouth, and active online presence

Are there any groups or communities you think your organisation will find hard to include through this project?

Yes - please specify

If yes, please specify which groups or communities? Where possible using the categories listed above.

Over recent years, we have found it difficult to engage young adults (aged 18-30) living with HIV.

If yes, what steps will you take to make your services accessible to and meet the needs of the groups/communities you have identified?

We are currently conducting focus groups in clinics to listen to the needs of young adults living with HIV and what they would like to see in services for their age group and adapting our services accordingly to better reach this group.

Declaration

I confirm that, to the best of my knowledge, all the information I have provided in this application form is correct. I fully understand that City Bridge Trust has zero tolerance towards fraud and will seek to prosecute and recover funds in every instance.

Please confirm: Yes Full Name: **Helen Watson**

Role within Organisation: **Fundraising and Partnerships Manager**

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The City Bridge Trust

Bridging Divides: Application for a grant



About your organisation

Organisation Details

Name of your organisation: CLIC Sargent	
If your organisation is part of a larger organisation, what is its name?	
In which London Borough is your organisation based? Hammersmith & Fulham	
Contact person: Mr João Silva	Position: Senior Philanthropy Fundraiser (Maternity Cover)
Website: http://www.clicsargent.org.uk	Social Media Accounts: @CLIC_Sargent
What Quality Marks does your organisation currently hold? Hear by Rights Gold - for our participation programme involving young people in our work Information Standard - for all our information All Social Workers are registered with the HCPC	

Legal Status

Legal status of organisation: Registered Charity			
Charity Number: 1107328	Company Number: 05273638	CIC Number:	Bencom Number:
When was your organisation established? 17/12/2004			
Aims of your organisation: <p>When the Doctor says ?cancer? we aim for children, young people, and their families to feel informed and supported, especially at diagnosis and during the first few months of treatment, so that they fully understand their illness and treatment.</p> <p>We know "there?s no place like home" and we aim for children and young people with cancer to benefit from the comforts of home or a homely environment, as much as possible, during treatment.</p> <p>We aim to help young lives thrive, not just survive. Young cancer patients are more than just their illness and we want to ensure they can continue to maintain relationships, hobbies, education and other life goals during treatment.</p> <p>Cancer costs. We aim to limit the financial impact of a childhood cancer diagnosis.</p> <p>When the worst happens, we aim for children, young people and their families to feel supported and better able to cope through end-of-life care and bereavement.</p>			

Main activities of your organisation:

Our cancer care teams provide information, advice and support after diagnosis e.g. our Play Specialists use play to explain cancer and treatment to children so they understand and are not scared, reducing the need for anaesthetic.

We provide free, homely accommodation close to hospital where families can stay near their child.

Our Outreach Nurses visit young cancer patients to provide treatment at home or at school whenever possible.

Our cancer care teams liaise with schools, universities and employers to ensure they understand and accommodate for the child/young person's treatment so they can continue to fulfil their potential.

We provide financial Care Grants, support, sign-posting and advice. We help families claim the benefits to which they are entitled and manage the increase in costs and drop in income during years of treatment.

We help families understand their care choices at end-of-life and enable them to prepare and cope emotionally and practically.

Your Staff & Volunteers

Full-time:	Part-time:	Trustee/Board members:	Active volunteers:
307	185	14	845
Do you have a Safeguarding policy? Yes			
Are the following people in your organisation subject to DBS checks?			
Paid Staff Yes	Volunteers No	Trustees / Management Committee Members Yes	

Property occupied by your organisation

Is the main property owned, leased or rented by your organisation?	If leased/rented, how long is the outstanding agreement?
Rented	5 years

Environmental Impact**What action have you taken in the past year to progress environmentally sustainability principles and practice?**

In 2015, we had an external review (part of Energy Savings Opportunity Scheme) to help reduce our energy usage. Three key areas were highlighted: lighting upgrades in premises, improved insulation, reducing journeys in private vehicles. We implement recommendations as quickly as possible, whilst being careful to maximise the value from our expenditure. In our properties, the upgrades are made when we are carrying out other maintenance, and where we have new properties these will be implemented as standard. We ask staff wherever feasible to use public transport, and most of our key locations are very accessible ? though cars are still needed for some activities. Our digital programme is helping us use technology to reduce printing and travel. Another review is planned this year.

Our London Office Manager ensures we recycle and use ethical products where possible, such as recycled paper/products and a sustainable collection service for clear outs.

Finance Details

Organisation Finances

	Year of most recent audited / examined accounts	Current financial year forecast	Next financial year budget
End of financial year date	31/03/2018	31/03/2019	
Grants & donations:	£22,130,000	£25,944,000	£0
Earned income:	£6,632,000	£4,476,000	£0
Other income:	£122,000	£0	£0
Total income:	28,884,000	£30,420,000	£0
Charitable activity costs:	£13,656,000	£15,508,000	£0
Cost of raising funds:	£11,901,000	£13,442,000	£0
Other costs:	£0	£0	£0
Total expenditure:	£25,557,000	£28,950,000	£0
Free unrestricted reserves held at year end:	£3,801,000	£4,200,000	£0
What is your organisation's reserves policy? From accounts ending 31 March 2018 The Trustees agreed a reserves policy that would ensure the safeguarding of charitable commitments and the funding of operational expenditure during a period of significant downturn. The reserves would also provide working capital and build a strategic fund for developments. The Trustees felt that in order to meet the objectives of this policy, the charity should aim to build free reserves to between £4.8 million and £6.0 million, but with a temporary reduction in free reserves to £2.5 million if agreed by the Board.			
For your most recent financial year, what % of your income was from statutory sources? 1-10%			

Organisational changes

Describe any significant organisational changes to your structure, financial position or core activities since the date of your most recent accounts.

N/a

Grant Request

Which of the Trust's programmes and priority areas will your application deliver? Advice and Support														
Which of the programme outcome(s) does your application aim to achieve? Advice & Support/More people access debt and legal services for support before they hit crisis point														
Please describe the purpose of your funding request in one sentence. We will provide financial support and advice to young London cancer patients and their families, to limit the damage caused by the financial impact of cancer.														
When will the funding be required? 01/03/2019														
Is this request to continue work that is currently funded or has been funded in the last year by: <div style="display: flex; justify-content: space-between;"> <div style="width: 45%;"> City Bridge Trust? No </div> <div style="width: 45%;"> Another funder? (If so which) No </div> </div>														
How much funding are you requesting? <table style="width: 100%; border: none;"> <tr> <td style="width: 20%;">Year 1:</td> <td style="width: 20%;">Year 2:</td> <td style="width: 20%;">Year 3:</td> <td style="width: 20%;">Year 4:</td> <td style="width: 20%;">Year 5:</td> </tr> <tr> <td>£50,000</td> <td>£51,001</td> <td>£52,021</td> <td>£53,061</td> <td>£54,123</td> </tr> </table> <p style="text-align: center; margin-top: 10px;">Total Requested: £260,206</p>					Year 1:	Year 2:	Year 3:	Year 4:	Year 5:	£50,000	£51,001	£52,021	£53,061	£54,123
Year 1:	Year 2:	Year 3:	Year 4:	Year 5:										
£50,000	£51,001	£52,021	£53,061	£54,123										

What 3 main differences or outcomes do you want to achieve through your funding proposal?

Families and young people will be able to better meet the additional costs of cancer, not needing to get into as much debt.
Over five years, we will deliver a total financial gain for families of over £1.1 m (including direct grants, and grants facilitated by our care teams).
Families will have a more consistent level of income during treatment, so they can manage and plan their finances without last minute 'fixes', such as borrowing large sums.
Over five years, our Care Team at UCLH will provide over 16,780 hours of financial support to children, young people and families.
Families and children will experience less stress related to financial worries and therefore have the mental and emotional energy to focus on more important things at that time - like getting better and spending time together.

What are the main activities or outputs you will deliver to achieve these differences?

CLIC Sargent Grants. We will:

- Provide care grants of £170 to all families and young people with childhood cancer;
- Offer grants of up to £500 (means-tested) to help families with a particular financial need;
- Offer compassionate grants of £300 for funeral costs (when the worst happens).

Our Social Care Teams will:

- Help families apply for CLIC Sargent grants;
- Signpost families to other grants and support around welfare rights;
- Help young people, parents and carers negotiate with employers;
- Advocate on behalf of families e.g. around bill payments, negotiating payment plans, housing loans etc.

Citizens Advice Bureau Helpline:

We will continue to procure a successful advice service giving advice around welfare rights, housing employment and education, specifically for young cancer patients and the parents of children with cancer. We anticipate the majority of calls will focus on benefit and employment advice.

You and your grant request

What, specifically, are you applying for (your project)?

We are asking you to fund our #Cancercosts Programme delivered by our Cancer Care team at University College London Hospital (UCLH). #Cancercosts will help young people (16-25) with a cancer diagnosis, and the families of children with cancer, to cope with the financial burden of their illness. Our Cancer Care team, including qualified social workers, will act as a key source of support, advice and sign-posting. Our team at UCLH enable families to access grant-funding as well as providing advice and support around benefits, bills, employment, housing and other interconnected issues.

We are in particular need of your support for this programme now, because, over the next three years, we plan to increase our reach, so that we can be there for every young person who needs us. If we are successful, it will mean greater demand for our advice, support and grants.

How will the project described achieve your stated outcomes?

Fundamentally, we hope to reduce the financial inequality suffered by young people with a debilitating disease - cancer. Along with all the physical and emotional challenges young cancer patients face, often over a period of several years (sometimes even the rest of their lives), they also must face: huge financial costs, a drop in income and little support. It is not right or fair that young people, and the families of children with cancer, have to face these financial worries in addition to dealing with their illness.

The stress and anxiety of worrying about finances impacts on emotional resilience and the ability to cope. It can even impact a family's ability to support and care for their child as they would want to. We hope to reduce the number of families in unmanageable debt as a result of their child's cancer and, by doing so, improve their ability to cope.

How do you know there's a need for this work?

Our research - 'Cancer Costs' - showed the financial impact of a cancer diagnosis is almost immediate. The average family spends an additional £600/month on costs such as travel, overnight accommodation near hospitals, food and childcare for siblings. Lasting effects of cancer, such as mobility issues, create costs such as home modifications and on-going transport needs.

As costs go up, incomes often go down. Many parents need to take unpaid leave from work, or stop working altogether to care for their child. When young people cannot work due to treatment, their inability to pay bills puts them at risk of losing their homes and independence. In London, the high costs of travel and accommodation compound the problem.

Families and young people must engage in the challenging process of applying for benefits for the first time? 84% of parents and 73% of young people needed help to complete the forms.

How will the work be delivered - specifically, what will you do?

We will provide advice, advocacy and sign-posting to support young cancer patients and their families with the financial impact of cancer. We will advocate on behalf of families around issues such as bill payments, negotiating payment plans, housing and student loans, employment etc. We will also support families to access:

1.) CLIC Sargent Care Grants:

We offer £170 grants to help with the immediate costs of childhood cancer e.g. travel, parking, food, hospital expenses and childcare for siblings. Additional grants are available based on need. Our grants may also be used to support children and young people to keep up with education e.g. extra tuition and equipment including text books or laptops.

2.) CLIC Sargent's welfare advice service, which provides free and impartial advice around:

- Income support, council tax and housing benefits
- Tenancy agreements and rent arrears
- Rights at work
- Debt and banking
- Consumer advice

Why are you the right organisation to do this work?

We are the UK's leading cancer support charity for children and young people. We reach over 95% of children diagnosed with cancer and two-thirds of young people aged 16-24.

We have specialist cancer care teams based at the three specialist Principal Treatment Centres in London: UCLH, GOSH and The Royal Marsden, Sutton. These three teams supported 1,747 children and young people with cancer last year.

We have a respected and long-standing relationship with the NHS. Our front-line workers form part of the Multi-Disciplinary Teams that care for young cancer patients.

The majority of our front-line staff are qualified social workers who are experienced at navigating the system and supporting families with multiple and complex problems.

We conduct respected research in the field of paediatric cancer support. Our research, along with our award-winning participation programme, ensures all key service-delivery decisions are led by the young people and families themselves.

How does your work complement and not duplicate other services within your area?

Macmillan has a financial information centre at UCLH. However, they will only provide basic advice for patients under 25, they usually re-direct young patients to us as we are the experts for this age group. CLIC Sargent Social Workers apply for grants from Macmillan on behalf of families. Unlike CLIC Sargent standard grants, which are unconditional, Macmillan grants can only be secured for certain costs and are means-tested to an extent, e.g. CLIC Sargent grants can be used for costs such as grants arrears or utility bills, Macmillan grants cannot.

CLIC Sargent Social Workers also apply to a number of other grant-making organisations, depending on each patient's eligibility, including: Family Fund, Tom Bowdidge Foundation, Henry Dancer Days, Jocie's Dragonfly Trust, Miracles, and Mummy's Star.

Maggie's offer some advice but not direct financial support. They are not specialists for paediatric cancer.

Teenage Cancer Trust do not provide financial support or advice.

How will you ensure that your project will hear and represent the views and needs of disadvantaged people and/or diverse communities?

The aims and activities of this project are a direct result of listening and responding to the views and needs of children and young people with cancer, and their families. We gather these views in a number of ways, including surveys and through our award-winning children's, young people's and parent's reference groups.

Our 'Cancer Costs' report (2016) surveyed 279 parents and 149 young people. The key findings were:

- Parents spent an average of £600/month in additional expenses during their child's active treatment.
- 61% of parents accumulated debt as a result of their child's illness, with 17% of those borrowing over £5,000.
- 19% of parents, employed at the time of diagnosis, took over a year of unpaid leave during their child's treatment.
- 75% of parents and 54% of young people surveyed said managing their finances during treatment caused them additional stress and anxiety.

How does your project engage and empower individuals and/or communities to come together on this issue? Will you be working with people who are particularly excluded?

Our Participation Programme - Including our children's, young people's and parents' reference groups - ensures beneficiary input into decisions across the organisation. We have been awarded the Gold 'Hear by Right' award which recognises organisations that put young people's voices at the heart of service delivery and development.

In partnership with Teenage Cancer Trust, we run the All-Party Parliamentary Group (APPG) on Children, Teenagers and Young Adults with Cancer.

Poor or disabled patients are at particular risk of being excluded from our Participation Programme, therefore we:

- ? cover travel/food costs
- ? share agenda items online to gather views and feedback
- ? ensure all meetings are Skype-enabled
- ? advertise all participation opportunities online so people can contribute in different ways to suit their skills

#Cancercosts is currently the focus of our campaigning. This is a direct result of consulting young cancer patients and their parents at our reference groups and APPG.

Is the focus of your project meeting an already identifiable need (acute or otherwise) or are there elements which are preventative and/or incorporate early action?

Our broader mission 'limiting the damage caused by childhood cancer diagnosis' is meeting an already identifiable and acute need 'paediatric cancer and its impact beyond health'. However, the focus for this #Cancercosts project is meeting a need 'the economic struggles of paediatric cancer families' which is partially preventable. We provide financial support and advice early on in the cancer journey to help to 'nip in the bud' serious or long-term economic hardship (and the stress that creates) on families who would, without our help, be likely to fall into debt as a result of cancer.

Who might you need to work closely with in delivering this project - whether before, during or afterwards?

We will work with Hammersmith and Fulham Citizens Advice (CAB) to procure a confidential and anonymous welfare advice helpline.

Our Social Workers will make calls to the DWP and local authorities, on behalf of patients, about applications and appeals.

CLIC Sargent Social Workers form part of the NHS Multi-Disciplinary Teams caring for young cancer patients. The NHS refer newly diagnosed young cancer patients to us. Also, service users may apply directly to the NHS for travel grants available for those with mobility issues, severe disabilities/vulnerabilities or on specific benefits.

We will also work with banks and utility companies e.g. our partnership with British Gas which helps families (who are existing British gas customers) to pay for energy during treatment; and our Social Workers referring struggling families to specially trained British Gas support workers who help by cancelling existing energy debt; placing families on cheaper tariffs; and removing pre-pay meters.

Our aim as a funder is to help people move positively between any of the four stages of Surviving, Coping, Adapting and Thriving. For your project at which of these stages will most people begin their journey?

Most of our families will be moving from a stage of ?not-coping?/?surviving? to ?coping?/?adapting?. Those young people and families who start off with greater financial resources and support networks may move from a starting place of ?coping? or ?adapting? during treatment onto (or returning to) ?thriving? post-treatment.

Since January this year, CLIC Sargent Social Workers have been using a new reporting tool ? the Outcome Star. The Star is completed with young patients or parents of childhood patients and it helps us work out what their main needs are, make care plans, and track how they are coping. There are several points to each star, one of which is ?money?, and there are five possible stages on each point: ?not able to respond?; ?taking it in?; ?trying to respond?; ?finding a way through?; and ?managing well?. We will use the Outcome Star in our reporting.

Will there be any elements of this project that will help you or your beneficiaries to reduce your environmental footprint?

Reducing our and our beneficiaries' environmental footprint is not a specific goal of this project. However, when we advise families on how to save costs, a part of that advice is naturally around reducing waste. Therefore a by-product of our financial advice and support is the cleverer use of resources and the reduction of energy and food waste.

Revised Funding required for the project (June 2019)

What is the total cost of the proposed activity/project?

Expenditure heading	Year 1	Year 2	Year 3	Year 4	Year 5	Total
Senior Practitioners at UCLH*	£23,116	£23,578.32	£24,049.89	£24,530.88	£25,021.50	£120,296.59
Children's Social Workers UCLH*	£27,077	£27,618.54	£28,170.91	£28,734.33	£29,309.02	£140,909.80
Young People's Social Workers UCLH*	£13,526	£13,796.52	£14,072.45	£14,353.90	£14,640.98	£70,389.85
Young People's Community Workers UCLH*	£12,606	£12,858.12	£13,115.28	£13,377.59	£13,645.14	£65,602.13
Service Manager London**	£4,946	£5,044.92	£5,145.82	£5,248.73	£5,353.71	£25,739.18
Care Support Worker UCLH*	£4,004	£4,084.08	£4,165.76	£4,249.08	£4,334.06	£20,836.98
Citizens Advice Bureau (all London: UCLH, GOSH & R. Marsden)	£7,389	£7,536.78	£7,687.52	£7,841.27	£7,998.09	£38,452.65
Information Resources (all London: UCLH, GOSH & R. Marsden)	£6,702	£7,995.78	£8,155.70	£8,318.81	£8,485.19	£40,794.47
Participation (all London reference group meeting costs)	£12,000	£12,240.00	£12,484.80	£12,734.50	£12,989.19	£62,448.48

TOTAL:	£111,366.00	£102,513.06	£104,563.32	£106,654.59	£108,787.68	£523,021.65
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What Income has already been raised?

Source	Year 1	Year 2	Year 3	Year 4	Year 5	Total
	0	0	0	0	0	0
TOTAL:	0	0	0	0	0	0

What other funders are currently considering the proposal?

Source	Year 1	Year 2	Year 3	Year 4	Year 5	Total
	0	0	0	0	0	0
TOTAL:	0	0	0	0	0	0

UCLH – University College London Hospital

How much is requested from the Trust?

Expenditure heading	Year 1	Year 2	Year 3	Year 4	Year 5	Total
Senior Practitioners* at (50% of UCLH costs)	£11,558	£11,789	£12,025	£12,265	£12,511	£60,148
Children's Social Worker* (50% of UCLH costs)	£13,539	£13,809	£14,085	£14,367	£14,655	£70,455
Young People's Social Workers* (50% of UCLH costs)	£6,763	£6,898	£7,036	£7,177	£7,320	£35,195
Young People's Community Workers* (50% of UCLH costs)	£6,303	£6,429	£6,558	£6,689	£6,823	£32,801
Service Manager London** (50% of UCLH costs)	£2,473	£2,522	£2,573	£2,624	£2,677	£12,870
Care Support Worker* (50% of UCLH costs)	£2,002	£2,042	£2,083	£2,125	£2,167	£10,418
Citizens Advice Bureau (UCLH costs only)	£2,463	£2,512	£2,563	£2,614	£2,666	£12,818
Information Resources (UCLH costs only)	£2,234	£2,279	£2,324	£2,371	£2,418	£11,626
Participation (cost of a young people's reference group)	£1,500	£1,530.00	£1,560.60	£1,591.81	£1,623.65	£7,806.06
TOTALS	£48,835	£49,811	£50,807	£51,824	£52,860	£254,137

***Social Care team costs – what's included in each role:** It was calculated that the 'Cancer Costs' programme took up 27% of paediatric social worker time and 18% for young people workers. Therefore the people costs represent roughly a quarter of the costs of the UCLH social care team. The 27% & 18% figures are based on intervention types reported through the social care database and the average amount of time workers spend delivering those interventions. Our people costs include: salary, NI, pension, activity costs, mobile phone and travel as well as 10% overhead built in to cover things like electricity, office space, internet, landlines etc. This reflects the overheads for the services team, not corporate overheads (e.g. London head office).

****The Services Manager** is a particularly small amount because the quarter of their time spent on Cancer Costs is also then shared out between the social care teams at three Principal Treatment Centres in London, the role costs we're asking you to fund only relate to our workers at one of those centres - UCLH.

Who will benefit?

How many people will directly benefit from the grant per year?

533

In which Greater London borough(s) or areas of London will your beneficiaries live?

Camden

Brent

Barnet

Haringey

Hackney

Does this project specifically target any groups or communities?

Yes - please enter details below

This project will specifically work with the following age groups:

0-15/16-24

This project will specifically work with the following gender groups:

This project will specifically work with the following ethnic groups:

If Other ethnic group, please give details:

This project will specifically work with Deaf and disabled people:

No

This project will specifically work with LGBTQI groups:

No

This project will specifically work with other groups or communities:
Cancer doesn't discriminate - all ethnicities, genders and sexualities are affected.

How will you target the groups/communities you have identified? What is your expertise in providing services for these groups?

Are there any groups or communities you think your organisation will find hard to include through this project?

No

If yes, please specify which groups or communities? Where possible using the categories listed above.

If yes, what steps will you take to make your services accessible to and meet the needs of the groups/communities you have identified?

Declaration

I confirm that, to the best of my knowledge, all the information I have provided in this application form is correct. I fully understand that City Bridge Trust has zero tolerance towards fraud and will seek to prosecute and recover funds in every instance.

Please confirm: Yes Full Name: **João Artur Barbosa da Silva**

Role within Organisation: **Senior Philanthropy Fundraiser (Maternity Cover)**

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The City Bridge Trust

Bridging Divides: Application for a grant



About your organisation

Organisation Details

Name of your organisation: Ealing Law Centre	
If your organisation is part of a larger organisation, what is its name? No	
In which London Borough is your organisation based? Ealing	
Contact person: Ms Vicky Fewkes	Position: Supervising Solicitor
Website: http://www.ealinglawcentre.org.uk	Social Media Accounts: Twitter :@EalingLawCentre , Facebook: @officialalealinglawcentre
What Quality Marks does your organisation currently hold? Legal Aid Specialist Quality Mark	

Legal Status

Legal status of organisation: Charitable company			
Charity Number: 1151243	Company Number: 08151033	CIC Number:	Bencom Number:
When was your organisation established? 20/07/2012			
<p>Aims of your organisation: Ealing Law Centre (ELC) has been set up with the aim of relieving poverty, suffering and distress among persons resident or working within the London Borough of Ealing and neighbouring Boroughs through provision of legal advice and assistance; and the advancement of education for these residents and working persons.</p> <p>Currently, ELC provides people in need expert legal advice and representation, free of charge, in housing, Immigration and welfare rights law. Our advice, representation and appeals services help vulnerable victims of domestic violence, human trafficking, asylum seekers and refugees. We provide a casework and appeals service for people at risk of losing their homes and with welfare benefit problems. Through outreach services at Ealing Food Bank and Brentford County Court our Crisis Navigator advises and assists persons facing crisis at their point of need.</p>			

Main activities of your organisation:

Legal advice and representation in Housing and Homelessness Law funded through our Legal Aid contract. Representation at County Court level and Judicial Review.

Housing Advice and representation at Brentford County Court as Duty Solicitor

Telephone advice in Housing areas not covered by Legal Aid

Telephone advice in Immigration cases

Advice and representation work in Immigration Upper Tribunal and Judicial Review funded through our Legal Aid contract

Advice on Welfare Benefits appeal to the Upper Tribunal - Legal Aid Contract

Anti-Poverty Unit - Welfare Benefits advice including representation at Tribunal level

Housing Advice and representation which falls outside of the scope of Legal Aid

Crisis Navigator Service as part of our Big Lottery Funded - Help through Crisis Project at Foodbanks and at Brentford County Court

Housing outreach at Acton Homeless Concern

Your Staff & Volunteers

Full-time:	Part-time:	Trustee/Board members:	Active volunteers:
6	4	4	6

Do you have a Safeguarding policy? **Yes**

Are the following people in your organisation subject to DBS checks?

Paid Staff
Yes

Volunteers
No

Trustees / Management Committee Members
No

Property occupied by your organisation

Is the main property owned, leased or rented by your organisation?	If leased/rented, how long is the outstanding agreement?
Leased	31st July 2020

Environmental Impact**What action have you taken in the past year to progress environmentally sustainability principles and practice?**

ELC reduces waste by recycling cardboard, paper and all other recyclable items. We do not print documents routinely, and consider whether it is possible to share documents by electronic email. We reduce the use of energy by using timers and switching of lighting if not required.

Finance Details

Organisation Finances

	Year of most recent audited / examined accounts	Current financial year forecast	Next financial year budget
End of financial year date	31/03/2018	31/03/2019	31/03/2020
Grants & donations:	£184,153	£226,319	£198,030
Earned income:	£80,821	£78,640	£88,000
Other income:	£8,333	£514	£9,000
Total income:	264,974	£305,473	£295,030
Charitable activity costs:	£240,967	£306,966	£359,365
Cost of raising funds:	£0	£100	£300
Other costs:	£72	£600	£1,300
Total expenditure:	£241,039	£307,666	£360,965
Free unrestricted reserves held at year end:	£108,468	£99,709	£51,725
What is your organisation's reserves policy? In the longer term, Ealing Law Centre aims to set aside reserves equal to 6 months' operating costs; however, as a developing organisation this is an aspirational goal and in the shorter term it is the Law Centre's intention to ensure that its reserves increase in each year of operation as a proportion of its total annual operating costs.			
For your most recent financial year, what % of your income was from statutory sources? 0%			

Organisational changes

Describe any significant organisational changes to your structure, financial position or core activities since the date of your most recent accounts.

Our core activities remain unchanged.

Last year ELC recruited two trainee solicitors. One of these posts is supported through funding from The Legal Education Foundation.

Additionally, through ELC's partnership with Law Centre's network ELC's immigration team has been delivering information and advice sessions for community groups across London about EU Citizenship Rights after Brexit.

These changes help increase service provision.

Grant Request

Which of the Trust's programmes and priority areas will your application deliver? Advice and Support/Provision of advice and support				
Which of the programme outcome(s) does your application aim to achieve?				
Please describe the purpose of your funding request in one sentence. To continue to provide free specialist legal advice and representation in Welfare Benefits and Housing to disadvantaged clients in the London Borough of Ealing				
When will the funding be required? 25/05/2019				
Is this request to continue work that is currently funded or has been funded in the last year by:				
City Bridge Trust?		Another funder? (if so which)		
Yes				
How much funding are you requesting?				
Year 1: £64,464	Year 2: £62,675	Year 3: £0	Year 4: £0	Year 5: £0
Total Requested: £127,139				

What 3 main differences or outcomes do you want to achieve through your funding proposal?

Reduce destitution and poverty by helping clients overcome barriers to obtaining welfare benefits which are due to them.
Reduce homelessness caused by rent arrears which have arisen as a result of resolvable benefits issues and/or a lack of knowledge of housing rights
Reduce the number of people refused Local Authority help by being deemed "intentionally homeless"; we will provide people threatened with homelessness but who do not qualify for Legal Aid with advice which prevents them from doing things which would rule them out from Local Authority assistance

What are the main activities or outputs you will deliver to achieve these differences?

A weekly housing advice line providing "brief intervention" expert housing law advice to self-referrals and clients of partner agencies to identify issues at an early stage and triage clients into appropriate in-depth services. Delivery methods will include phone interviews, clinics in partner agencies and video links to maximise accessibility.
A weekly benefits referral and advice line. This will provide specialist telephone advice on complex cases to front line advisers at partner agencies, and agree handover arrangements in cases where the client is being referred to ELC's casework or appeals & tribunals services
Casework service. This will provide more in-depth/ongoing assistance in a smaller number of Welfare Benefits and Housing cases where referral agencies have reached the limit of their expertise or where expert preventive work could avert a crisis. Partners will include foodbank, HADEA, MIND and other Community organisations.

You and your grant request

What, specifically, are you applying for (your project)?

We are seeking continuation funding for two part-time posts:

Our Welfare Benefits caseworker (0.6 FTE) negotiates on behalf of clients and pursues appeals against adverse benefits decisions: ESA/PIP disability-related requests for mandatory reconsideration and Tribunal appeals, JSA sanctions, tax credit determinations and Universal Credit issues.

Our Housing Trainee (0.6 FTE) works with people whose housing problems cannot be dealt with through the Legal Aid system ? either because their income is marginally above the qualification point for Legal Aid or because the type of problem they are experiencing is no longer covered.

These posts form a vital part of ELC's outreach programme. They enable us to maintain advice clinics at partner agencies, to pick up people in crisis at Ealing Food Bank and Brentford County Court, to run our welfare benefits and housing advice lines, and represent clients in Courts and Tribunals who would not otherwise have access to representation.

How will the project described achieve your stated outcomes?

By enabling ELC to continue to work with people who do not have access to Legal Aid, and who need specialist advice/representation to resolve their problems.

Our services are used by many marginalised people who face linked difficulties with housing and welfare benefits, are at risk of eviction, destitution or both, and who have been unable to access early legal advice. We work closely with front line advice agencies to identify such cases, providing outreach clinics, taking referrals of complex cases, and providing training for their staff.

The two part-time posts provide much of the capacity which makes this work possible. They are also responsible for running our housing advice line and sanctions hotline.

Digital exclusion is becoming a major issue, especially with Universal Credit. To help address this we will introduce a form-filling clinic where volunteers, supervised by the Welfare Benefits Caseworker, will help clients complete paper/online forms.

How do you know there's a need for this work?

ELC occupies a unique position in Ealing's advice network. It is the borough's only specialist level advice provider, the only voluntary organisation in the borough which employs full-time, qualified and experienced solicitors, and Ealing's only non-profit Legal Aid provider, with contracts in housing law, Upper Tribunal Welfare Benefits work, and immigration.

The inclusion of immigration support in our services is particularly important given that Ealing is the fourth most diverse borough in the country, with over half of its population born outside the UK, and especially so given the current hostile environment for EU nationals in the benefit system. Our diverse team of staff and volunteers, and holistic, multi-disciplinary approach make us well-placed to respond to these challenges.

The quality of our work was recognised in 2018 when we won the Legal Aid Providers Group's annual Legal Aid Lawyer of the Year awards in the Not For Profit Agency category.

How will the work be delivered - specifically, what will you do?

Our solicitors and caseworkers will provide an appeals and representation service for people referred by front-line agencies who are challenging benefit sanctions or who have complex benefit issues which have reached the mandatory reconsideration stage

Our housing team will provide specialist advice and representation on housing law and benefits for people who are on low incomes and do not qualify for Legal Aid and who are in danger of losing their homes.

Access to services will be available through referral from advice agencies, self-referral via our helplines, ELC outreach advice surgeries and ELC's Crisis Navigator attending Ealing Food Bank and Brentford County Court Duty Desk.

ELC will collaborate with the borough-wide network of front line advice services in order to reduce poverty and homelessness. Our team will also provide training and information sessions to front line agencies on housing, welfare, immigration and citizenship law, and share and promote good practice.

Why are you the right organisation to do this work?

ELC occupies a unique position in Ealing's advice network. It is the borough's only specialist level advice provider, the only voluntary organisation in the borough which employs full-time, qualified and experienced solicitors, and Ealing's only non-profit Legal Aid provider, with contracts in housing law, Upper Tribunal Welfare Benefits work, and immigration.

The inclusion of immigration support in our services is particularly important given that Ealing is the fourth most diverse borough in the country, with over half of its population born outside the UK, and especially so given the current hostile environment for EU nationals in the benefit system. Our diverse team of staff and volunteers, and holistic, multi-disciplinary approach make us well-placed to respond to these challenges.

The quality of our work was recognised in 2018 when we won the Legal Aid Providers Group's annual Legal Aid Lawyer of the Year awards in the Not For Profit Agency category.

How does your work complement and not duplicate other services within your area?

Since we were set up in 2013, ELC has worked closely with Ealing's network of front line advice agencies to repair the damage which was done by the catastrophic collapse of the borough's main advice provider, Law For All, which had previously filled the role of both law centre and mainstream generalist advice provider (Ealing is the only borough in London without a CAB). We are active members of the Ealing Advice Forum, and we are part of the Big Lottery funded Help Through Crisis consortium which provides a range of coordinated services across the Borough. Our services are specifically designed to act as a resource for front-line advice agencies, providing them with a place to refer clients who need specialist legal advice and/or representation in Court or Tribunal (we are the only voluntary organisation in the Borough offering this), as well as access to specialist advice and training.

How will you ensure that your project will hear and represent the views and needs of disadvantaged people and/or diverse communities?

ELC asks all clients to complete feedback satisfaction questionnaires; we also gather feedback from the training we provide for partner agencies. In future we will introduce caller user surveys and annual user group meetings.

Testimonials from clients, partner organisations, local MPs and Councillors were instrumental in ELC securing the 2018 Legal Aid Lawyer of the Year award for best Not for Profit Agency. ELC attends meetings of the Ealing Advice Forum and Community Network where agencies raise concerns about individual clients, difficulties in accessing particular services, discuss any emerging patterns in advice seeking, and coordinate efforts to reach disadvantaged groups.

As part of the Law Centres Network we ensure our clients' views and needs are fed into policy debates and government consultations. By being accessible to those at the point of crisis we represent the most marginalised people, not just those who actively seek out advice from a lawyer.

How does your project engage and empower individuals and/or communities to come together on this issue? Will you be working with people who are particularly excluded?

Our clients are among the most excluded in society. ELC's clients tell us that they value being listened to by our caseworkers. Often clients have felt trapped by the system, unheard and increasingly excluded from an online system; our services empower clients as they are often believed for the time and can finally see a potential resolution. Clients are often relieved to learn they are not alone.

ELC engages and empowers individuals/communities to come together through its partnership networks. The Help Through Crisis project's steering group includes clients in quarterly meetings; this provides valuable lived experience. These networks enable ELC to learn about issues of current concern for residents of Ealing and neighbouring boroughs and engage in responses to consultation, participate in research and influence policy within the borough and nationally.

Our volunteers and trustees are from the community and well placed to guide ELC about community need.

Is the focus of your project meeting an already identifiable need (acute or otherwise) or are there elements which are preventative and/or incorporate early action?

The project meets an identifiable need to ensure that residents of Ealing and neighbouring boroughs are prevented from spiralling into poverty and debt, or left without housing due to a lack of specialist legal advice, and that people have access to the rights and benefits that they are entitled to. Providing legal services at the point of need addresses the immediate situation that needs redress, such as eviction or benefits sanction/delays in Universal Credit. However, an important part of ELC's work is support from caseworkers and our Crisis Navigator to address the underlying issues that gave rise to the crisis, such as build-up of rent arrears resulting from benefits difficulties, and to prevent a recurrence of the problem.

The preventative aspect of the project is supported by training of partner organisations to identify issues at the earliest stage and refer clients to specialist services with confidence and without delay.

Who might you need to work closely with in delivering this project - whether before, during or afterwards?

During the project we will work with partner organisations and ensure our services are coordinated and reach those in need. We will report to funders, regulators and work closely with trustees who provide governance and oversight for ELC.

The direct delivery of services will require working with other departmental staff and volunteers within ELC and legal professionals in the field. To maintain our expertise and knowledge we will procure training through organisations such as CPAG.

The provision of outreach services will involve close coordination with staff and volunteers at Ealing CVS, Ealing Advice Service, Ealing Food Bank, Brentford County Court, Law Centres? Network, Ealing Community Network, Help through Crisis Consortium, MIND, Hestia, Age UK and Ealing Council's Homelessness Forum.

During and after the project delivery we will work with partners to ensure that the service model is responsive to the needs of the community and to identify future funding streams.

Our aim as a funder is to help people move positively between any of the four stages of Surviving, Coping, Adapting and Thriving. For your project at which of these stages will most people begin their journey?

Most people who access our housing and welfare rights services will be at the ?surviving? stage; they will often have been unable to exercise their rights to benefits entitlement which in turn will have led to a build-up of rent arrears and risk of homelessness. Cuts in Legal Aid for early advice in housing and welfare benefits have left many clients with nowhere to turn for help before they reach a crisis point.

Clients will often make first contact with us through the Food Bank, the duty desk at Brentford County Court, our advice clinics or our advice lines. Frequently, our clients find themselves in this situation through difficulties in understanding correspondence (especially those whose first language is not English), and not having access to appropriate help. A large and increasing number of our clients are digitally excluded and need our help with Universal Credit claims online.

Will there be any elements of this project that will help you or your beneficiaries to reduce your environmental footprint?

Only tangentially. Beneficiaries of our project will be better placed to take up their recycling responsibilities once they have secured their entitlements to housing and welfare benefits and have a secure and stable base; as part of our casework, we will signpost them to organisations that provide guidance on efficient use of energy and help with reducing their cost of living as well as their carbon footprint.

Like other responsible organisations, ELC takes its carbon footprint seriously and we recycle paper, plastic, cardboard and all other recyclables; we turn off lights when they are not needed, and ensure that the temperature in the office is not unnecessarily high. We will be taking up City Bridge's offer of an eco-audit to see what further steps we can take.

Funding required for the project

What is the total cost of the proposed activity/project?

Expenditure heading	Year 1	Year 2	Year 3	Year 4	Year 5	Total
Employment Costs	146,744	175,194	0	0	0	0
Compliance Costs	3,477	3,477	0	0	0	0
Volunteer and project costs	1,125	1,125	0	0	0	0
HR recruitment costs	350	0	0	0	0	0
Central Staff Costs	45,924	45,924	0	0	0	0
Premises Costs ,LHP etc	46,675	39,175	0	0	0	0
IT Client Recording system and Comms	10,046	10,046	0	0	0	0
Other overheads	9,027	9,027	0	0	0	0

TOTAL:	263,742	283,342	0	0	0	0
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What income has already been raised?

Source	Year 1	Year 2	Year 3	Year 4	Year 5	Total
Blg Lottery	42,080	5,381	0	0	0	0
Henry Smith	46,925	24,650	0	0	0	0
Justice First Fellow	19,196	14,397	0	0	0	0
Earned Income	73,000	105,000	0	0	0	0

TOTAL:	181,201	105,000	0	0	0	0
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What other funders are currently considering the proposal?

Source	Year 1	Year 2	Year 3	Year 4	Year 5	Total
No others are considering at present	0	0	0	0	0	0

TOTAL:	0	0	0	0	0	0
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How much is requested from the Trust?

Expenditure heading	Year 1	Year 2	Year 3	Year 4	Year 5	Total
Employment costs	35,453	35,123	0	0	0	0
Compliance Costs	4,435	4,597	0	0	0	0
Volunteer and Project costs	167	167	0	0	0	0
HR recruitment costs	0	0	0	0	0	0
Central Staff costs	9,929	9,929	0	0	0	0
Premises costs	10,346	8,725	0	0	0	0
IT recording systems	2,124	2,124	0	0	0	0
Overheads	2,010	2,010	0	0	0	0
TOTAL:	64,464	62,675	0	0	0	0

Who will benefit?

How many people will directly benefit from the grant per year?

500

In which Greater London borough(s) or areas of London will your beneficiaries live?

Ealing

Hounslow

Does this project specifically target any groups or communities?

No - open to everyone

This project will specifically work with the following age groups:

0-15/16-24/25-44/45-64/65-74/75 and over

This project will specifically work with the following gender groups:

Male

Female

This project will specifically work with the following ethnic groups:

Asian/ Asian British (including Indian; Pakistani; Bangladeshi; Chinese; Any other Asian background)

Black/ African/ Caribbean/ Black British (including African; Caribbean; Any other Black/ African/ Caribbean background)

Mixed / Multiple ethnic groups

White (including English/ Welsh/ Scottish/ Northern Irish/ British; Irish; Any other White background)

Refugees and asylum seekers

If Other ethnic group, please give details:

This project will specifically work with Deaf and disabled people:

No

This project will specifically work with LGBTQI groups:

No

This project will specifically work with other groups or communities:
The service is open to anyone living or working in Ealing and neighbouring boroughs.

How will you target the groups/communities you have identified? What is your expertise in providing services for these groups?

The service is open to all anyone living and working in Ealing and neighbouring boroughs. ELC is part of Ealing's Community networks and our details are widely shared.

Are there any groups or communities you think your organisation will find hard to include through this project?

No

If yes, please specify which groups or communities? Where possible using the categories listed above.

Not applicable

If yes, what steps will you take to make your services accessible to and meet the needs of the groups/communities you have identified?

Not applicable

Declaration

I confirm that, to the best of my knowledge, all the information I have provided in this application form is correct. I fully understand that City Bridge Trust has zero tolerance towards fraud and will seek to prosecute and recover funds in every instance.

Please confirm: Yes Full Name: **Vicky Fewkes**

Role within **Supervising Solicitor**
Organisation:

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The City Bridge Trust

Bridging Divides: Application for a grant



About your organisation

Organisation Details

Name of your organisation:

Latin American Women's Rights Service (LAWRS)

If your organisation is part of a larger organisation, what is its name?

No

In which London Borough is your organisation based?

Islington

Contact person:

Ms Lucila Granada

Position:

**Operations and Development Manager/
Interim Director**

Website:

<http://www.lawrs.org.uk>

Social Media Accounts:

**<https://twitter.com/lawrsuk>,
<https://www.facebook.com/lawrsuk/>**

What Quality Marks does your organisation currently hold?

AQS, Investors In People, Investing in Volunteers, Advice UK

Legal Status

Legal status of organisation: **Registered Charity**

Charity Number:

1075163

Company Number:

3480722

CIC Number:

Bencom Number:

When was your organisation established? **01/04/1983**

Aims of your organisation:

The Latin American Women's Rights Service (LAWRS) is a user-led, human rights organisation, 'led by and for' Latin American migrant women (LAMW) who are exposed to violations of their fundamental human rights at every stage of their migration experience, facing sexual abuse, exploitation and trafficking, enduring difficult living and working conditions in low paid, insecure and exploitative jobs, and facing barriers to social protection. LAWRS was set up in 1983 to address practical and strategic needs of Latin American migrant women displaced by poverty and violence. The mission of LAWRS is to pursue equal rights and social justice for all Latin American women and migrant women in the UK. The difference we want is for Latin American migrant women in the UK to be economically secure, to be safe and free from violence, abuse, and exploitation, to achieve their full potential, integrating better to the UK.

Main activities of your organisation:

We work directly with 4,500-5,000 women every year through:

- Supporting economic security/Integration: aiding resettlement and integration through information, advice and casework (homelessness, housing, welfare, debts, employment rights, Immigration and family law); GP registration, food vouchers; clothes bank; ESOL classes; employability.
- Tackling violence against women and girls: specialist advice and counselling services; prevention at schools; specialist programmes for victims of trafficking and sex workers.
- Pursuing action for social and policy change: advocacy, campaigning, and policy work on migrant women's rights with particular focus on VAWG and labour exploitation; empowerment and leadership work, survivors of VAWG, and women workers; peer-support groups for pregnant women and Brazilian women.

Some of our recent achievements include: setting up the UK Step up Migrant Women campaign supported by a steering group of survivors and over 35 UK organisations; bringing visibility to the community via academic reports (We Can't Fight in the Dark).

Your Staff & Volunteers

Full-time:	Part-time:	Trustee/Board members:	Active volunteers:
9	14	8	30
Do you have a Safeguarding policy? Yes			
Are the following people in your organisation subject to DBS checks?			
Paid Staff Yes	Volunteers Yes	Trustees / Management Committee Members No	

Property occupied by your organisation

Is the main property owned, leased or rented by your organisation?	If leased/rented, how long is the outstanding agreement?
Leased	03/2019

Environmental Impact**What action have you taken in the past year to progress environmentally sustainability principles and practice?**

We have opened a google for charities account to be able to work collaboratively on digital documents rather than paper-based documents as much as possible. We have also reduced the amount of paper that we use for our HR procedures and project management activities, but we realise that there is much more that we could do. We would like to carry out a full assessment of our environmental impact with the support of City Bridge Trust.

You and your grant request

What, specifically, are you applying for (your project)?

This grant will allow us to continue delivering our effective and highly demanded programme for the prevention and reduction of poverty, need, destitution, and indebtedness among Latin American migrant women, improving the quality of life of women and their dependents through: (a) provision of free, confidential mother tongue information, orientation and advice as well as casework and advocacy support on welfare benefits, debt, housing and homelessness, and now also employment rights; (b) disseminating information about entitlements and welfare changes; (c) running workshops to improve financial literacy and increase women's capacity to independently navigate the system. The project will continue to employ an experienced Housing, Money and Debt Advisor and a sessional worker to provide quality assured expert advice, casework support, advocacy and representation in these areas via drop-in, surgeries, one-to-one appointments, telephone and email. The advisor will also deliver educational workshops about financial literacy, rights and responsibilities.

How will the project described achieve your stated outcomes?

This project has and will continue to deliver excellent outcome results thanks to:

- Users' engagement and feedback: we are constantly monitoring our services to ensure that we adapt and respond to both existing and emerging needs.
- Holistic approach: we recognise that the circumstances of vulnerable migrant women are often complex, so do active listening and work with our users to identify priorities and action plans, linking women with further support (e.g. counselling) and/or development opportunities (e.g. ESOL, employability programme, etc.).
- Empowerment approach: our ultimate goal is for women to take control over their finances and develop autonomy and independence.
- Specialist provision: all project activities are linguistically and culturally appropriate, and we offer free creche support to enable access of women with children.
- High quality standards: we renewed our AQS accreditation in 2018, we are members of Advice UK, and our advisors access training regularly.

How do you know there's a need for this work?

The Latin American community has rapidly grown over the past 10 years with families fleeing the economic crisis in Europe in onwards migration, a process that often implies broken families, debts, and accumulated disadvantage. Most adults are in work, but concentrated in vulnerable, low paid, exploitative jobs in services (as cleaners, domestics and in catering), working long, anti-social shifts. This quarter of a million strong community is severely affected by in-work poverty, limited access to social protection (20%) and public services (1 in 5 are not registered with a GP), exploitation (11% illegally paid below the national wage) and high levels of discrimination (Towards Visibility, 2016; No Longer Invisible, 2011). A third of the families are living in overcrowded accommodation and women, often bearing family responsibilities, often face additional challenges as their experiences are marked by intersectional disadvantage on the basis of gender, race, and migration.

How will the work be delivered - specifically, what will you do?

We will:

- Provide one-to-one specialist advice and casework support on welfare rights, debts, homelessness, housing and employment rights for 1,500 women (750 annually), including 800 women supported through casework and 700 women accessing weekly drop in sessions. This work will involve liaising with local authorities and other statutory agencies, landlords, lenders/collectors, partner organisations, etc.
- Refer women internally and externally for further support (200 women annually), increasing access to further development or employability programmes, peer-support activities, and empowerment programmes.
- Deliver 12 (6 per year, bi-monthly) informative workshops on financial literacy and access to welfare and rights to no fewer than 120 women (60 annually).
- Produce and disseminate at least 6 new advisory materials on rights, responsibilities and new developments related to financial issues. We will also continue to distribute existing resources (1,000 women reached annually).
- Offer crèche support to enable access of women with dependent children.

Why are you the right organisation to do this work?

LAWRS has provided advice for women facing poverty for 35 years. Last year, we delivered 1,691 sessions of legal advice in the areas of housing, welfare, debt, and employment rights (717 accessed our drop in sessions, 214 through casework, and 240 through our helpline or emails). As a result, 90% secured benefits they were entitled to, 66% secured housing or improved their housing conditions, and 93% reported an increased understanding of their rights and legal options. Most women presented complex cases, as many were also dealing with immigration matters and/or violence against women and girls (VAWG). Our holistic approach is key to enable women to address these and other related issues (e.g. the language barrier, employability needs, etc.) and we provide free crèche. Our services are externally accredited, we have well developed management systems, adhere to quality frameworks, and have good links within the advice, women's and BME sectors.

How does your work complement and not duplicate other services within your area?

We are the only agency in London (and the UK) that offers comprehensive and linguistic, gender and culturally sensitive legal advice services specifically focused on tackling poverty amongst Latin American women. Other provision in London is limited in the areas of support or capacity, and/or provided in English with limited opportunity for women facing the language barrier to access interpreting support. Nonetheless, we work in partnership with many organisations from the voluntary sector and host external surgeries at LAWRS ? supported by our in-house volunteer interpreters ? to enable access to existing services and avoid duplication. We are also part of the BAMER Advice Network (our director is vice-Chair), through which we maintain up to date knowledge of the existing offer.

How will you ensure that your project will hear and represent the views and needs of disadvantaged people and/or diverse communities?

We make sure that the voices of the women we support inform this project by regularly collecting anonymous feedback via:

- Equality monitoring and post-intervention surveys issued to all service users.
- Evaluation forms after all workshops, including suggestions for future sessions.
- A comprehensive annual survey to collect views about our approach and impact. We also enquire users about their satisfaction levels, what they think about the environment and accessibility, and future activities. Survey information has highlighted the relevance of our holistic approach, the work with partner legal agencies, and the offer of crèche support. In terms of new services for the future, women requested more workshops and IT support. This programme and other initiatives incorporate their comments.
- Advice, referrals, and crèche records.
- Members feedback via our AGM. Importantly, in the past two years, members have valued the quality of our services as the most important aspect of our work.

How does your project engage and empower individuals and/or communities to come together on this issue? Will you be working with people who are particularly excluded?

This project is effective because it addresses the specific needs of disadvantaged migrant women from a still invisible community, who often fall through the cracks of the mainstream provision. We engage with women of diverse ages, racial groups, national origins, sexual orientation and other equality groups at all levels -within our board, staff, volunteers and users ? and ?to continue pursuing human rights, diversity, and inclusivity? Is one of the four strategic aims of our current business plan.

In addition, we encourage service users to join our community organising groups, where women to self-organise around labour exploitation and gender inequality. This year, participants from these groups contributed in a joint written submission for Phillip Alston's visit to the UK (UN Special Rapporteur on Extreme Poverty and Human Rights) and joined him in a discussion, and gave a presentation to the UN Committee on Economic, Social, and Cultural Rights.

Is the focus of your project meeting an already identifiable need (acute or otherwise) or are there elements which are preventative and/or incorporate early action?

There is a strong preventative element to this programme, as we aim not only to address any enquiries but also increase the financial literacy of women. Our informative workshops and personal budgeting plan, which is conducted as part of our advice service, also prevent women from increasing their financial vulnerability. In addition, a proportion of the women who approach us for housing advice are at risk of homelessness, many facing illegal eviction processes.

Who might you need to work closely with in delivering this project - whether before, during or afterwards?

We will continue to work with statutory agencies (local authorities, homeless units, HMRC, etc.), with our partner legal agencies (Duncan and Lewis, ITN Solicitors, Cardinal Hume Centre, and TVE Edwards), as well as with law centres, housing associations, unions working with cleaners (UVW, IWGB, Unite), and voluntary organisations who offer services that complement our work (e.g. Doctors of the World, Migrants Resource Centre, etc.). We will also continue to be actively involved in networks and partnerships (e.g. BAMER Advice Network, London VAWG Consortium, Ascent Project, Imkaan, Women's Resource Centre, Abolish NRPFCampaign and FaceHerFuture's steering groups, SUMW, CLAUk members, Migrants Rights Network, etc.). Working in partnership and maintaining an up to date pool of supporting agencies has allowed us to multiply our offer and provide holistic support to women in extreme needs, so we will continue seizing opportunities and developing our networks.

Our aim as a funder is to help people move positively between any of the four stages of Surviving, Coping, Adapting and Thriving. For your project at which of these stages will most people begin their journey?

This programme will support women who find themselves at different stages of the continuum. However, we expect most service users to depart from a 'Coping' stage, as they often experience a precarious and time-limited stability. In many cases, this stability is achieved by acquiring multiple debts, which in turn increase their risk of falling into the 'Surviving' stage.

In addition, we will strive to enable women to move onto the next stages of the continuum, by tapping into our development and empowerment programmes to offer women who have tackled the most urgent needs the possibility of investing in their longer term stability and progress.

Will there be any elements of this project that will help you or your beneficiaries to reduce your environmental footprint?

This programme will continue to incorporate the development of basic IT literacy skills as part of our one-to-one support, for women to be able to access their own HMRC accounts, increasing their ability to manage and monitor their benefits and taxes, and improving their digital inclusion. Prompted by the digitalisation of services, this will also reduce the amount of printed forms and postage previously carried out by this project.

In addition, this extension will also enable LAWRS to access the consultancy support offered to grantees as part of the Funders + programme, to assess and plan for our footprint reduction.

Finance Details

Organisation Finances

	Year of most recent audited / examined accounts	Current financial year forecast	Next financial year budget
End of financial year date	31/03/2018	31/03/2019	31/03/2020
Grants & donations:	£593,473	£365,817	£243,143
Earned income:	£196,119	£201,695	£200,005
Other income:	£900	£1,500	£1,500
Total income:	790,662	£569,012	£444,648
Charitable activity costs:	£609,801	£707,281	£587,804
Cost of raising funds:	£11,721	£15,000	£15,000
Other costs:	£0	£0	£0
Total expenditure:	£621,522	£722,281	£602,804
Free unrestricted reserves held at year end:	£272,535	£211,738	£53,582
What is your organisation's reserves policy? Our Trustees are committed to maintaining an adequate, reasonable, justified level of free unrestricted reserves. Our unrestricted funds stood at £272,535 at 31.03.2018. This includes general reserves to cover 3 months of running costs, a non-designated fund equivalent to our investment in Tindlemanor and premises fund to cover possible costs such as a temporary move, a 'Brexit' fund, and a small fund to cover exceptional staff sickness. Please note that for the current year we are spending a substantial grant that we received last year and there is no forecast deficit in unrestricted reserves.			
For your most recent financial year, what % of your Income was from statutory sources? 41-50%			

Organisational changes

Describe any significant organisational changes to your structure, financial position or core activities since the date of your most recent accounts.

N/A

Grant Request

Which of the Trust's programmes and priority areas will your application deliver? Advice and Support/Provision of advice and support				
Which of the programme outcome(s) does your application aim to achieve?				
Please describe the purpose of your funding request in one sentence. To advice and support disadvantaged Latin American migrant women to address and prevent in-work poverty, debt, homelessness, poor housing conditions, and to secure basic employment rights.				
When will the funding be required? 01/05/2019				
Is this request to continue work that is currently funded or has been funded in the last year by: City Bridge Trust? Another funder? (if so which) Yes				
How much funding are you requesting?				
Year 1: £40,882	Year 2: £41,983	Year 3: £0	Year 4: £0	Year 5: £0
Total Requested: £82,865				

What 3 main differences or outcomes do you want to achieve through your funding proposal?

At least 75% of the women accessing this programme report reduced levels of poverty, material deprivation, destitution, debts, homelessness, and labour exploitation.

At least 85% of the women accessing this service report increased financial literacy and improved budgeting and money management skills

At least 85% of the women accessing informative workshops report increased understanding of the welfare/tax system in the UK, greater awareness about their options and rights and greater ability to navigate these systems autonomously.

What are the main activities or outputs you will deliver to achieve these differences?

One-to-one advice and casework support on welfare rights, debts, homelessness, housing and employment rights for 1,500 women, including 800 women supported through casework (400 annually) and 700 women accessing our drop in sessions (350 women annually).

12 workshops on financial literacy and access to welfare and rights to no fewer than 120 women (60 annually)

At least 6 new advisory printed and social media materials in community languages alerting women of rights, responsibilities and new developments related to financial issues, and continued dissemination of existing resources produced during the existing grant period.

Funding required for the project

What is the total cost of the proposed activity/project?

Expenditure heading	Year 1	Year 2	Year 3	Year 4	Year 5	Total
Salary Housing, Money and Debt Coordinator (Including ENICs)	31,263	32,201	33,167			96,631
Salary Housing, Money and Debt Coordinator (including ENICs)	31,263	32,201	33,167			96,631
Salary Housing, Money and Debt Coordinator (including ENICs)	33,256	33,921	0	0	0	67,177
Salary Drop In advisor (£13 p. hour. x 8 hrs/week x 52 weeks & £13 p. hour x 3 hours/month x 12 months):	5,876	6,056	6,238			18,170
Salary Drop in advisor (£13 p. hour. x 8 hrs/week x 52 weeks & £13 p. hour x 3 hours/month x 12 months):	5,876	6,056	6,238			18,170
Salary Drop In advisor (1 day pr week)	5,306	5,412	0	0	0	10,718
Creche support (£12 p. hour creche worker x 10 hours/week)	6,240	6,427	6,620			19,287
Creche support (£12 p. hour creche worker x 10 hours/week)	6,240	6,427	6,620			19,287
Creche support	5,000	5,100	0	0	0	10,100
Volunteer Expenses (4 volunteers x 52 weeks)	3,380	3,481	3,585			10,446
Volunteer Expenses (4 volunteers x 52 weeks)	3,380	3,481	3,585			10,446
Volunteer Expenses	2,250	2,295	0	0	0	4,545
Workshops and events	1,750	1,803	1,856			5,409
Workshops and events	1,750	1,803	1,856			5,409
Workshops and events	1,500	1,530	0	0	0	3,030
Staff and volunteers training	1,250	1,288	1,326			3,864
Staff and volunteers training	1,250	1,288	1,326			3,864
Staff and volunteers training	750	765	0	0	0	1,515
Casework supervision	800	824	849			2,473
Casework supervision	800	824	849			2,473
Casework and clinical supervision	1,570	1,585	0	0	0	3,155
Management and overheads	3,877	3,993	4,113			11,983
Management and overheads	3,877	3,993	4,113			11,983
Management and overheads	3,000	3,060	0	0	0	6,060
Rent and running costs	5,233	5,390	5,552			16,175
Rent and running costs	5,233	5,390	5,552			16,175
Rent and running costs	3,250	3,315	0	0	0	6,565
TOTAL:	55,882	56,983	0	0	0	112,865

What income has already been raised?

Source	Year 1	Year 2	Year 3	Year 4	Year 5	Total
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Capital International	12,000	14,000	15,000			41,000
London Councils (VAWG Consortium)	13,376	15,231	0			28,607
TOTAL:	0	0	0	0	0	0

What other funders are currently considering the proposal?

Source	Year 1	Year 2	Year 3	Year 4	Year 5	Total
Capital International	12,000	14,000	15,000			41,000
Capital Group	15,000	15,000	0	0	0	30,000
London Councils (VAWG Consortium)	13,376	15,231	0			28,607
TOTAL:	15,000	15,000	0	0	0	30,000

How much is requested from the Trust?

Expenditure heading	Year 1	Year 2	Year 3	Year 4	Year 5	Total
Salary Housing, Money and Debt Coordinator (Including ENICs)	10,622	10,941	11,269			32,832
Salary Housing, Money and Debt Coordinator (Including ENICs)	10,622	10,941	11,269			32,832
Salary Housing, Money and Debt Coordinator (including ENICs)	18,256	18,921	0	0	0	37,177
Salary Drop in advisor (£13 p. hour. x 8 hrs/week x 52 weeks & £13 p. hour x 3 hours/month x 12 months):	5,876	6,052	6,234			18,162
Salary Drop in advisor (£13 p. hour. x 8 hrs/week x 52 weeks & £13 p. hour x 3 hours/month x 12 months):	5,876	6,052	6,234			18,162
Salary Drop in advisor (1 day pr week)	5,306	5,412	0	0	0	10,718
Creche support (£12 p. hour creche worker x 10 hours/week)	4,500	4,635	4,774			13,909
Creche support (£12 p. hour creche worker x 10 hours/week)	4,500	4,635	4,774			13,909
Creche support	5,000	5,100	0	0	0	10,100
Volunteer Expenses	1,800	1,854	1,910			5,564
Volunteer Expenses	1,800	1,854	1,910			5,564
Volunteer Expenses	2,250	2,295	0	0	0	4,545
Workshops and events	1,200	1,236	1,273			3,709
Workshops and events	1,200	1,236	1,273			3,709
Workshops and events	1,500	1,530	0	0	0	3,030
Staff and volunteers training	700	721	743			2,164
Staff and volunteers training	700	721	743			2,164
Staff and volunteers training	750	765	0	0	0	1,515
Casework supervision	800	824	849			2,473
Casework supervision	800	824	849			2,473
Casework and clinical supervision	1,570	1,585	0	0	0	3,155
Management and overheads	2,750	2,833	2,917			8,500
Management and overheads	2,750	2,833	2,917			8,500
Management and overheads	3,000	3,060	0	0	0	6,060
Rent and running costs	3,045	3,136	3,230			9,411
Rent and running costs	3,045	3,136	3,230			9,411
Rent and running costs	3,250	3,315	0	0	0	6,565
TOTAL:	40,882	41,983	0	0	0	82,865

Who will benefit?

How many people will directly benefit from the grant per year?

780

In which Greater London borough(s) or areas of London will your beneficiaries live?

London-wide

Does this project specifically target any groups or communities?

Yes - please enter details below

This project will specifically work with the following age groups:

16-24/25-44/45-64/65-74/75 and over

This project will specifically work with the following gender groups:

Female

Transgender or other gender identity

This project will specifically work with the following ethnic groups:

Other ethnic group

If Other ethnic group, please give details:

Latin American

This project will specifically work with Deaf and disabled people:

No

This project will specifically work with LGBTQI groups:

No

This project will specifically work with other groups or communities:
women facing in-work poverty

How will you target the groups/communities you have identified? What is your expertise in providing services for these groups?

LAWRS is a specialist service provider, led by and for Latin American migrant women, most of whom are experiencing in-work poverty. We have 35 years of accumulated experience providing advice to this group.

Are there any groups or communities you think your organisation will find hard to include through this project?

Yes - please specify

If yes, please specify which groups or communities? Where possible using the categories listed above.

We are working on making our services more accessible for women from LGBTQI communities.

If yes, what steps will you take to make your services accessible to and meet the needs of the groups/communities you have identified?

We have delivered in-house training for staff and volunteers on diverse sexual and gender identities, included the LGBTQI flag in our new leaflets, and started developing links with LGBTQI organisations.

Declaration

I confirm that, to the best of my knowledge, all the information I have provided in this application form is correct. I fully understand that City Bridge Trust has zero tolerance towards fraud and will seek to prosecute and recover funds in every instance.

Please confirm: Yes Full Name: **Lucila Granada**

Role within Organisation: **Director**



Bridging Divides: Application for a grant

About your organisation

Organisation Details

Name of your organisation: North Kensington Law Centre	
If your organisation is part of a larger organisation, what is its name? n/a	
In which London Borough is your organisation based? Kensington & Chelsea	
Contact person: Mrs Annie Viswanathan	Position: Interim Director
Website: http://www.nklc.co.uk	Social Media Accounts: @NORTHKENLC
What Quality Marks does your organisation currently hold? Lexcel	

Legal Status

Legal status of organisation: Registered Charity			
Charity Number: 279699	Company Number: 1480110	CIC Number:	Bencom Number:
When was your organisation established? 10/01/1970			
Aims of your organisation: North Kensington Law Centres aims to positively influence people's lives by providing legal services in immigration, employment, housing, crime and welfare benefits. We use our expertise of the law to affect policy and social change and to ensure local vulnerable people e.g. migrants cope better with their challenging circumstances.			

Main activities of your organisation:

North Kensington Law Centre reaches sections of the community more likely to be isolated, helping them out of crisis, to cope better, and improve their health and well-being through expert legal support, advice and representation. NKLC operates in housing, Immigration, employment and welfare benefits. Under immigration we have triaged 1,500 clients. Under Housing, between April 2017 and March 2018, and provided support for 65 legal aid funded households covering homelessness, possession and disrepair help.

NKLC is directly under Grenfell Tower. The June 2017 fire caused an unprecedented need for legal services. NKLC rapidly set up and still hosting a 'Grenfell Legal Team' for housing / immigration. Although much housing work is face to face, there is also a substantial policy driven section aimed at encouraging the local authority to change its entrenched views on supporting those affected. Our ongoing constructive feedback ensures RBKC resolves to change problematic areas (without acting as a roadblock to residents waiting to move into housing)

Your Staff & Volunteers

Full-time:	Part-time:	Trustee/Board members:	Active volunteers:
6	5	5	50
Do you have a Safeguarding policy? No			
Are the following people in your organisation subject to DBS checks?			
Paid Staff Yes	Volunteers No	Trustees / Management Committee Members No	

Property occupied by your organisation

Is the main property owned, leased or rented by your organisation?	If leased/rented, how long is the outstanding agreement?
Rented	Ongoing

Environmental Impact**What action have you taken in the past year to progress environmentally sustainability principles and practice?**

We have not taken any action in the last year however we are looking to take action to reduce the amount of paperwork we generate by becoming paper light.

Finance Details

Organisation Finances

	Year of most recent audited / examined accounts	Current financial year forecast	Next financial year budget
End of financial year date	31/03/2018	31/03/2019	
Grants & donations:	£395,330	£360,063	£0
Earned income:	£45,922	£33,629	£0
Other income:	£0	£0	£0
Total income:	441,252	£393,693	£0
Charitable activity costs:	£383,922	£477,154	£0
Cost of raising funds:	£34,320	£0	£0
Other costs:	£750	£0	£0
Total expenditure:	£418,981	£477,154	£0
Free unrestricted reserves held at year end:	£52,604	£0	£0
What is your organisation's reserves policy? Currently our reserves are below our desired operating level of 3 to 6 months expenditure so part of our forward planning includes a focus on rebuilding these up over the coming years, to a level of around £120000 to meet liabilities in the event of insufficient future funds coming in and therefore the closure of the Law Centre. These reserves include cash in the bank and unrestricted operating funds. We have determined the £120000 by looking at existing resources carefully and taking staff/monthly commitments/capital liability and casework into account.			
For your most recent financial year, what % of your income was from statutory sources? 11-20%			

Organisational changes

Describe any significant organisational changes to your structure, financial position or core activities since the date of your most recent accounts.

In April 2018 a new Interim Director was appointed. Her post is about to be made permanent. In April 2018 the outgoing board of trustees resigned and a new Board of Trustees was appointed comprising of experienced trustees with long standing links to the Law Centre.

Grant Request

Which of the Trust's programmes and priority areas will your application deliver?

Advice and Support

Which of the programme outcome(s) does your application aim to achieve?

Advice & Support/More people access debt and legal services for support before they hit crisis point

Advice & Support/More Londoners have improved economic circumstances

Please describe the purpose of your funding request in one sentence.

To continue to identify and meet the advice needs of local residents through an effective system of triage.

When will the funding be required? **30/01/2019**

Is this request to continue work that is currently funded or has been funded in the last year by:

City Bridge Trust?

Another funder? (if so which)

Yes

How much funding are you requesting?

Year 1:

£49,500

Year 2:

£50,500

Year 3:

£0

Year 4:

£0

Year 5:

£0

Total Requested: £100,000

What 3 main differences or outcomes do you want to achieve through your funding proposal?

We want to support 3000 vulnerable service users to build the skills and confidence to engage with other agencies so that they are more able to negotiate key issues as well as manage their own affairs more effectively in the future.

We want to encourage and empower 100 volunteers over the 2 years to develop their employ-ability skills through training and development, to such a degree that they are able to seek and retain paid employment.

What are the main activities or outputs you will deliver to achieve these differences?

We want to deliver an effective triage service (a vital initial point of contact with our Law Centre) which enables us to offer legal advice to 3000 people over 2019 - 2021 of which 900 will receive additional specialist support.

We also want to recruit and train 50 triage volunteers a year to deliver the triage service on a rotation basis.

We want to produce self help and self advocacy materials to enable people to help themselves and others before reaching crisis point.

You and your grant request

What, specifically, are you applying for (your project)?

In 2014 we were given a 3 year grant to establish an effective triage system. This application is for a continuation grant to cover the on-going costs and to develop and improve the triage system which is now well established and an integral part of the effective delivery of legal services in North Kensington. The scheme has allowed us to assist over 3000 vulnerable clients a year who can access the service through telephone, e-mail and in person. We will use the money to cover the full time cost of a triage coordinator to manage and oversee the whole project plus related costs for IT etc. This will also pay for the additional costs of recruiting, training and supervising a team of triage volunteers. Ideally we will have 2 trained volunteers available per day to cover reception. We will also use funds to monitor and evaluate the project.

How will the project described achieve your stated outcomes?

North Kensington Law Centre reaches sections of the community more likely to be isolated, helping them out of crisis, to cope better, and improve their health and well-being through expert legal support, advice and representation. We ensure that residents have access to a high quality legal triage service so that they achieve improved awareness and understanding of their legal rights and access to public services and are empowered to use that knowledge to help their local community. In the next two years we aim continue to deliver an this through effective legal triage. 100% of users will either receive direct legal services or be referred to another provider. 80% of those at risk of homelessness will be assisted in preventing the loss of their homes, 300 people will be supported with immigration advice, a further 100 with employment advice, 250 with welfare benefits advice and 150 with criminal advice.

How do you know there's a need for this work?

The need for this work is demonstrated in the number of users who regularly access our service. NKLC is situated in one of the poorest boroughs in London. Last year we triaged over 3000 clients more of which have interconnected legal issues. For example punitive Home Office legislation in respect of migrants means we see many more clients with housing and/or benefits issues connected to their inability to prove their right to live and work in the UK. For example during triage a client was identified as the victim of domestic violence. She had no leave so could not access public funds and was facing homelessness. She was treated as high priority and seen immediately by both the Immigration and housing team. Two months later she has Indefinite Leave to Remain and safely housed. A Effective triage enables us to identify clients at risk and intervene promptly to prevent homelessness.

How will the work be delivered - specifically, what will you do?

Based upon open access our centre is open from 10am to 5pm offering appointments and queuing system. Each person is seen by a trained volunteer (15-20 minutes). Our two trained volunteers are supervised by the triage coordinator who refers complex cases to a specialist adviser for further assessment/support. The initial comprehensive interview includes assessment and monitoring information and appropriate referral routes (negotiated with external agencies where applicable). If our centre takes on the client they will be given an appointment with a specialist adviser immediately if urgent or within 5 days. Depending on the case and the needs of the client the adviser will either undertake full or partial representation. For example a client with an employment issue might simply need help drafting a grievance or they may need full representation at tribunal. An immigration client may need a form checked or full legal representation in an asylum claim.

Why are you the right organisation to do this work?

The Law Centre employs an expert and professional staff team delivering legal advice and representation locally in areas of social welfare law. Solicitors and advisers employed by the Law Centre provide an appointment and telephone advice service in addition to a casework service to local people who would otherwise find it difficult to access legal advice. The location, funding support and experience of working with clients means that the Law Centre is able to assist those who would otherwise have little prospect of receiving legal advice from other providers. The legal advice service is offered in an atmosphere of support in which clients are comfortable. When clients' issues are dealt with promptly they do not escalate into more serious problems that can have a financial saving to the community. Areas of law and staffing consist of housing and homelessness, immigration and asylum, welfare benefits, employment, debt and crime.

How does your work complement and not duplicate other services within your area?

It is clear from the demand that NKLC would not be duplicating services within the area. Locally Kensington and Chelsea CAB are a generalist advice service who refer cases to us. Organisations such as Nucleus offer employment advice however many of our clients have interconnected issues and we offer a fuller package of services which is unique in the area. If an employment issue is connected to an immigration matter we can assist with both where CAB advice is limited to level 1 advice for those in RBKC. We offer advice and representation up to the Supreme Court and we assist clients from outside of the borough. We recently represented a 'Windrush' client who had had her benefits cut, was facing eviction but being prevented from working because she did not have papers. We helped her apply for her documents and attended court to prevent eviction.

How will you ensure that your project will hear and represent the views and needs of disadvantaged people and/or diverse communities?

NKLC has historically developed an expertise in working with groups that are exploited and disadvantaged. All of our clients are disadvantaged and face a myriad of complex legal issues including being dependent on benefits, insecure immigration status, poor quality housing, are facing eviction, are in low paid, low skilled employment with little job security and this makes them vulnerable to exploitation. As well as recruiting and training local volunteers to deliver the triage we will continue to work collaboratively with key local support groups such as Action Disability Kensington and Chelsea, Glass Door, Maggie's the Caring for Cancer Charity to develop outreach/drop in services for communities of interest with limited access to services (using data gathered from previous triage to identify such areas of greatest need). Working alongside other Law Centres and external support agencies we will develop evidence into usable reports designed to influence local/regional decision making.

How does your project engage and empower individuals and/or communities to come together on this issue? Will you be working with people who are particularly excluded?

From our continued work with the local community, local / central government and other partners we have helped to secure the best outcome for local people. Significantly our Law Centre has been in constant close contact with people affected by the Grenfell fire. We have worked closely with the community to identify trends through which we have then sought to significantly influence policy in respect of housing and immigration. Three examples include our support culminating in a Grenfell re-housing positive policy; immigration concessions for undocumented migrants granted so they could secure 1 year leave grants which lead to settlement after 5 years; and support for relatives able to come to the UK to arrange funerals / support loved ones. The triage role was critical to the Grenfell response as it allowed for a coordinated approach. It gave members of the community a first point of contact and provided continuity.

Is the focus of your project meeting an already identifiable need (acute or otherwise) or are there elements which are preventative and/or incorporate early action?

NKLC has historically developed an expertise in working with exploited and disadvantaged groups. Like many other specialist legal advice agencies the Law Centre acts as a port of call for those in crisis who often only seek our support at the last stage. We are trying to provide advice / negotiation / empowerment to clients at much earlier stages to build skills for early action by clients. We are uniquely placed to help people cope with pressing urgent issues as well as build their understanding and capacity to prevent issues from escalating. We know we can do more in terms of education / awareness raising. A recent project we are working on has come about through data gathered by triage. The project aims to help people to prepare their own straightforward immigration applications in a group setting. Clients will then take this knowledge into the community to help others.

Who might you need to work closely with in delivering this project - whether before, during or afterwards?

The Law Centre takes referrals from other frontline NGO's for example Citizens Advice Bureau, local Members of Parliament and elected representatives of local authorities. We also contribute to social policy work through the Law Centres Network as well as directly influencing local housing policy in the wake of Grenfell. We undertake partnership work with other NGO's, for example, Rights of Women, Public Law Project, Liberty, Justice, etc. Locally we work closely with the Clement James Centre, Peabody Housing Trust, Local schools etc. We have a strong relationships with large private legal firms and use trainee lawyers as volunteers under the LawWorks project. The relationship is reciprocal with firms such as Ashford's funding and space for meetings etc. under their corporate social responsibility obligations. We will continue to ensure through our partner agencies that we can assist the local community in their legal needs before, during and after.

Our aim as a funder is to help people move positively between any of the four stages of Surviving, Coping, Adapting and Thriving. For your project at which of these stages will most people begin their journey?

We seek to assist people through the four stages. Our intervention supports people not only by offering a practical resolution to their legal problems but shows them how to avoid these problems in the first place. An inability to deal with affairs because of mental illness can result in job loss, family problems, housing and benefit problems, increasing unhappiness and stress and creating a downward spiral of events that can exacerbate the mental illness. A client was being bullied at work. She felt powerless and belittled and was very distressed. This caused problems in her marriage which led to mental health problems. Our intervention in her employment case resolved the bullying issue, which empowered her and helped her feel better about herself and reduced the pressure on her marriage. She is now on the road to recovery and has transitioned from surviving to coping to adapting and is now thriving.

Will there be any elements of this project that will help you or your beneficiaries to reduce your environmental footprint?

Yes. We are now looking towards a 'paper light' office. The project will enable us to invest in a new case management system (CMS) which will allow us to record all triage inquiries directly into the CMS so bypassing a paper form and eliminating paper waste. This system will also give us access to quick and accurate data to enable us to analyse and so improve the service we provide.

Funding required for the project

What is the total cost of the proposed activity/project?

Expenditure heading	Year 1	Year 2	Year 3	Year 4	Year 5	Total
Salary costs of a triage coordinator	24,500	25,000	0	0	0	49,500
Employer costs + pension + ENIC	5,050	5,450	0	0	0	10,500
Training and recruitment costs of legal volunteers	10,000	10,000	0	0	0	20,000
Overheads, IT CMS	5,000	5,000	0	0	0	10,000
Supervision costs from legally qualified staff	5,000	5,000	0	0	0	10,000
TOTAL:	49,550	50,500	0	0	0	100,000

What income has already been raised?

Source	Year 1	Year 2	Year 3	Year 4	Year 5	Total
TOTAL:	0	0	0	0	0	0

What other funders are currently considering the proposal?

Source	Year 1	Year 2	Year 3	Year 4	Year 5	Total
TOTAL:	0	0	0	0	0	0

How much is requested from the Trust?

Expenditure heading	Year 1	Year 2	Year 3	Year 4	Year 5	Total
Salary costs of a triage coordinator	24,500	25,000	0	0	0	49,500
Employer costs + pension + ENIC	5,050	5,450	0	0	0	10,500
Training and recruitment costs of legal volunteers	10,000	10,000	0	0	0	20,000
Overheads, IT CMS etc	5,000	5,000	0	0	0	10,000
Supervision costs from legally qualified staff	5,000	5,000	0	0	0	10,000
TOTAL:	50,618	50,618	0	0	0	101,236

Who will benefit?

How many people will directly benefit from the grant per year?

3,300

In which Greater London borough(s) or areas of London will your beneficiaries live?

Kensington & Chelsea

London-wide

Does this project specifically target any groups or communities?

No - open to everyone

This project will specifically work with the following age groups:

This project will specifically work with the following gender groups:

This project will specifically work with the following ethnic groups:

If Other ethnic group, please give details:

This project will specifically work with Deaf and disabled people:

No

This project will specifically work with LGBTQI groups:

No

This project will specifically work with other groups or communities:

How will you target the groups/communities you have identified? What is your expertise in providing services for these groups?

Are there any groups or communities you think your organisation will find hard to include through this project?

No

If yes, please specify which groups or communities? Where possible using the categories listed above.

If yes, what steps will you take to make your services accessible to and meet the needs of the groups/communities you have identified?

Declaration

I confirm that, to the best of my knowledge, all the information I have provided in this application form is correct. I fully understand that City Bridge Trust has zero tolerance towards fraud and will seek to prosecute and recover funds in every instance.

Please confirm: Yes Full Name: **Anne Campbell Viswanathan**

Role within **Interim Director**
Organisation:

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The City Bridge Trust

Bridging Divides: Application for a grant



About your organisation

Organisation Details

Name of your organisation: Children England	
If your organisation is part of a larger organisation, what is its name?	
In which London Borough is your organisation based? Camden	
Contact person: Ms Kathy Evans	Position: Chief Executive
Website: http://www.childrenengland.org.uk	Social Media Accounts: @childrenengland
What Quality Marks does your organisation currently hold?	

Legal Status

Legal status of organisation: Registered Charity			
Charity Number: 1044239	Company Number: 3011053	CIC Number:	Bencom Number:
When was your organisation established? 04/01/1942			
Aims of your organisation: Mission: To create a fairer world for children, young people and families by championing the voluntary organisations which work on their behalf. Children England aims to represent, connect and strengthen the voluntary sector for children, young people and families, through campaigning and quality infrastructure support, building their capacity to represent the voice of service users, improving the quality of services they provide and facilitating their full contribution to policy development. Children England helps charities achieve more by providing accessible tools, training and resources on key responsibilities such as good governance and active participation of Children Young People and Families (CYP&F) in local services and communities. We support best practice through providing excellent policy and information services, training and events, enabling members to learn from each other and from leading edge professional			

Main activities of your organisation:

As a small membership body that aims to influence major social policy/culture change we have embraced the fact that we can only achieve significant impact by collaborating and joining with others and not claiming uniqueness or 'credit' ourselves. We campaign constantly in the sense that everything we write, say, promote, and produce is intended to embody and promote our aims of keeping children at heart throughout society creating a sustainable funding environment for charities and voluntary organisations. We don't claim to 'own' innovative products, we don't 'brand' our ideas, and if we hear echoes of our work and our messages in the work of others, we see it as a success in influencing sector debates. Because of the nature of our democratic governance, our Board of Trustees also acts as our 'super-group' of members large, medium, small keeping us regularly updated on issues affecting our members that might warrant campaigning on, and shaping, testing our campaign priorities and ideas.

Your Staff & Volunteers

Full-time:	Part-time:	Trustee/Board members:	Active volunteers:
5	1	10	0
Do you have a Safeguarding policy? No			
Are the following people in your organisation subject to DBS checks?			
Paid Staff No	Volunteers No	Trustees / Management Committee Members No	

Property occupied by your organisation

Is the main property owned, leased or rented by your organisation?	If leased/rented, how long is the outstanding agreement?
Rented	12 month - one month notice

Environmental Impact

What action have you taken in the past year to progress environmentally sustainability principles and practice?

We have an green environmental policy which we follow and have attached it to this bid

Finance Details

Organisation Finances

	Year of most recent audited / examined accounts	Current financial year forecast	Next financial year budget
End of financial year date	31/03/2018	31/03/2019	31/03/2020
Grants & donations:	£230,612	£253,171	£241,500
Earned income:	£94,080	£10,538	£45,500
Other income:	£31,673	£33,954	£0
Total income:	356,365	£297,663	£287,000
Charitable activity costs:	£361,408	£331,640	£303,699
Cost of raising funds:	£6,850	£5,275	£4,500
Other costs:	£0	£0	£0
Total expenditure:	£368,258	£336,915	£308,199
Free unrestricted reserves held at year end:	£109,927	£77,802	£62,236

What is your organisation's reserves policy?

Trustees recognise that they have an overriding duty to act prudently and in the best interests of the charity as per our overall reserves policy, and this extends to making sensible provision for the future in the form of retaining an appropriate level of reserves. The Board examined the requirement for free reserves i.e. those unrestricted funds not invested in tangible fixed assets or otherwise committed. Our policy on reserves is to hold sufficient resources to continue the charitable activities of the company. Trustees have considered the potential risks facing Children England and assessed future plans. Full version in accounts

For your most recent financial year, what % of your income was from statutory sources?
21-30%

Organisational changes

Describe any significant organisational changes to your structure, financial position or core activities since the date of your most recent accounts.

None

Grant Request

Which of the Trust's programmes and priority areas will your application deliver? Connecting the Capital/Capacity building support				
Which of the programme outcome(s) does your application aim to achieve?				
Please describe the purpose of your funding request in one sentence. Continuation funding for 4in10:London's Child Poverty Network, to match funding from Trust for London, to share knowledge and build skills of VCS and statutory sector to respond to child poverty.				
When will the funding be required? 13/05/2019				
Is this request to continue work that is currently funded or has been funded in the last year by:				
City Bridge Trust?		Another funder? (if so which)		
Yes		Trust for London		
How much funding are you requesting?				
Year 1:	Year 2:	Year 3:	Year 4:	Year 5:
£60,748	£0	£0	£0	£0
Total Requested: £60,748				

What 3 main differences or outcomes do you want to achieve through your funding proposal?

Create and share more knowledge of child poverty, its impact and solutions for key elected representatives, decision makers, organisations & individuals across voluntary and statutory sectors in the capital through the identification and improved access to new policy, research, best practice and network building with over 800 contacts across London. Service providers improve their practice. Through our network and communications many VCS members and the 200 attendees of our events will be equipped with new information and skills in their work to enable the better design and delivery of more effective policy and practice to alleviate child poverty in London.

Build skills within the voluntary and community sector in advocacy and representation leading to greater coordination of VCS voice on child poverty, increased profile for member organisations in our influencing work and at least 10% significantly taking part in child poverty debate, with opportunities created and supported by 4in10.

What are the main activities or outputs you will deliver to achieve these differences?

Create and share more knowledge of child poverty: We will increase visibility of key issues affecting children and their families among local/regional practitioners and policy-makers amplifying the voices of children and families through two research reports, related resources, social media content, a monthly newsletter and running London Challenge Poverty Week.

Service providers improve their practice: Alongside targeted work with individual contacts we will run 10 good practice and capacity building events (half funded by City Bridge Trust, half Trust for London) focusing on topical issues. Event Reports will highlight good practice/ planning and learnings will be publicised widely.

Build skills within the voluntary and community sector in advocacy and representation: A 20% membership increase will expand network's potential impact. Relevant capacity-building events will provide 40 members with knowledge of routes and opportunities to influence. We'll establish a peer-to-peer support network for 10 practitioners for influencing, media or practice-issues.

You and your grant request

What, specifically, are you applying for (your project)?

The grant is to further develop the capacity of the 4in10 network. It would enable 4in10 to work towards its aim of ending child poverty in London by enhancing the development of good practice in the voluntary and statutory sectors, achieving real change in the visibility of child poverty and improving response of policy and practice across London.

This grant would fund the continuation of the wider 4in10 staff team for one year to include a full-time Research and Learning Officer and a part-time Network Membership Officer alongside the existing strategic manager post (which is being funded by Trust for London until March 2020).

The additional skills and resources provided by these staff members would allow 4in10 to:

- ? engage a larger and more diverse membership group and build on the success of the inaugural London Challenge Poverty Week.
- ? Carry out and disseminate research and learning to network members.

How will the project described achieve your stated outcomes?

Many organisations across London work with children living in poverty, or focus on issues affected by and affecting child poverty. 4in10 brings these organisations together to share expertise and resources, to learn from each other and to benefit from expert advice and experience. We have found that this, and in particular 4in10's focus on bringing statutory and voluntary services together to share and learn, is a most effective way to achieve change. 29% of respondents to our membership survey have made changes to their service delivery and 22% have lobbied at a local level as a result of a 4in10 event or resource.

We will work with others, gathering together leading thinkers, practitioners and decision-makers to support evidence-based action on child poverty. This includes a commitment to enhance and highlight the work of member organizations through research, and support the voices of our members and the families they work alongside.

How do you know there's a need for this work?

There are currently 700,000 children living in poverty in London and estimates predict a rise over the coming years in child poverty, with homelessness and problem debt expected to grow too. A combination of soaring housing and living costs, pressurised public services and diminished state support are worsening the capital's child poverty problem.

Given this scale the 4in10 network meets a clear need for ensuring that tackling child poverty is understood and addressed by the huge number of organisations whose work impacts on the lives of children and families living in poverty.

We can also observe the need for the network through the growth in membership and member feedback. 67% of respondents to our member survey were 'extremely satisfied' with their 4in10 membership, with over 60% rating the access to policy and research, the newsletter and the events and training as elements of the membership that they find useful.

How will the work be delivered - specifically, what will you do?

Voluntary organisations play a vital role in London's communities. Many are deeply embedded in them providing services that respond directly to local needs ? we will connect and amplify their expertise through the network. Our activities will include:

- ? 10 good practice and capacity building events (5 funded by CBT, five funded by TfL),
- ? 2 research and policy projects
- ? Maintain our newsletters, website and online communications eg Twitter @4in10
- ? Establishing a new peer to peer support network for practitioners
- ? Coordinating the London Challenge Poverty Week, which we established this year along with Trust for London and members of LCPA.
- ? continuing gathering the forum of London councillors with an interest in child poverty
- ? continuing active involvement in the London Child Poverty Alliance and close working with CPAG and liaising with experts.
- ? Building upon our direct engagement with GLA and the Mayor's office

Why are you the right organisation to do this work?

4in10 has a well-established reputation across London for working with providers, policy makers, local authorities and other regional bodies to tackle the roots of child poverty.

The challenge for organisations working to mitigate the effects of child poverty is huge and constantly changing. 4in10 has the experience and cross-sector links to effectively meet the need for information, advice and support. Over the course of the last grant we've impacted national policy and local practice and are proud of the feedback we've had including:

?Delighted to work with @4in10 to secure a pledge from ministers to fix serious problem with #UniversalCredit in relation to free #childcare for the most needy two year olds?
Caroline Lucas MP

? 4in10 has been a really helpful infrastructure body to have in London. It has allowed us to communicate grant and programme activities with the ..sector ? Farah Elahi, Senior Policy and Projects Officer, GLA

How does your work complement and not duplicate other services within your area?

There is no other child poverty network in London and the service we offer to support the VCS is not provided by any other organisation working on child poverty. We work closely with others, on one to one basis, as well as through the London Child Poverty Alliance, and London Challenge Poverty Week.

We also use member organisation feedback, to design our policy and events programme to ensure it complements the work of others and builds on what is working well. Our research and policy work promotes the work of member organisations and highlights their concerns to wider audiences.

Our approach is centred on learning from practice, and linking together sectors and organisations that do not normally engage regularly with each other, in order to address the wide ranging but linked issues affecting child poverty in the capital.

How will you ensure that your project will hear and represent the views and needs of disadvantaged people and/or diverse communities?

We are committed to representing the voices of families in poverty and challenges they face in London. We conduct our policy and research work through our member organisations, asking their concerns and knowledge of the needs of the families they support, conducting direct interviews and where appropriate we will facilitate peer researchers to include and amplify the voices of people with lived experience of poverty.

In our capacity building work we encourage member organisations to consider how they include voices of experience in their planning and communications work. For London Challenge Poverty Week we intend to work with members to ensure people with lived experience are at the forefront of their activity and communications.

In our influencing work we have previously held participation events for children so they could feed into a mayoral consultation and would continue to consider these possibilities for opportunities to influence as appropriate.

How does your project engage and empower individuals and/or communities to come together on this issue? Will you be working with people who are particularly excluded?

We work collaboratively with our members on all activity. We have networking opportunities at all our events, we'll establish a peer-to-peer support network and work to create opportunities to influence and support people to take part in local media and in consultations or influencing meetings. We're also running events to help member organisations consider how to work with particularly excluded families in their planning and communications.

We're proud of our growth in membership, our continued satisfaction ratings from membership and our busy event schedule; serving to demonstrate that our network is valued for the way it is bringing people together ? and helps for future work too: Current Deputy Mayor for Social Integration, Social Mobility and Community Engagement, at GLA said ?Really enjoyed helping to promote London Challenge Poverty week this year and would be really pleased to talk about how we can promote it at City Hall next year.?

Is the focus of your project meeting an already identifiable need (acute or otherwise) or are there elements which are preventative and/or incorporate early action?

We work to improve policy and practice on a twin track of both avoiding child poverty from arising and alleviating the symptoms of child poverty within communities.

For example the preventative elements would include working with LCPA to highlight problems with Universal Credit for families in London to MPs ahead of the debate on regulations for the managed migration; or our previous research with Young Women's Trust, ?Working Well? uncovering problems for young parents at job centres, which was quoted by Stephen Timms MP in the Youth obligation debate. The alleviating symptoms elements would be providing councils with examples of good practice to use when they are tackling resident debt or examples of how to poverty proof their school day, producing research such as ?Picking up the pieces? and enabling services from across the capital to gather and discuss employment support and learn from each other's practice.

Who might you need to work closely with in delivering this project - whether before, during or afterwards?

Our collaborative approach means working closely with funders and members on all activities especially our expert partners in CPAG and London Child Poverty Alliance. While building connections with coalitions/movements such as Just Fair, Living Wage Foundation and others that are resident-led across London, we're also researching good practice from other cities to share eg North East Child Poverty Commission, Poverty Alliance and Children in Wales.

We'll continue to work closely with decision makers across London including GLA's Deputy Mayor, policy staff, London Councils, Local Authority poverty leads and elected representatives.

We relish the close working with our members and the families they support the most: 'Being part of the 4 in 10 family means a lot to us. Having someone to cheerlead, advise, and provide connections has been such a great benefit to our ability to meet the needs of our marginalised mums and children.' Jane Williams, Founder, Magpie Project

Our aim as a funder is to help people move positively between any of the four stages of Surviving, Coping, Adapting and Thriving. For your project at which of these stages will most people begin their journey?

Given breadth of membership and types of organisation that continue to join, (from Community clubs, debt advice, to theatre groups or sports projects) there will be people at a variety of those stages within their services, and the strength of the network is that the organisations can learn from each other about how best to support marginalised families in a variety of ways whether at Surviving, Coping, Adapting or Thriving.

However the aim of the network is to increase and develop skills of staff to communicate the problems they are seeing, work together to tackle them and highlight the difference they can make to families: 'Your help has been invaluable,... It also feels really good to be part of a network... It helps me to have a better overview of who is working on what, and where we might build deeper partnerships.' Sophia Parker, Chief Executive, Little Village

Will there be any elements of this project that will help you or your beneficiaries to reduce your environmental footprint?

Yes we will follow our green policy

Funding required for the project

What is the total cost of the proposed activity/project?

Expenditure heading	Year 1	Year 2	Year 3	Year 4	Year 5	Total
Staff Costs (2 full time and 1 part time)	96,598	0	0	0	0	0
Organisational Costs (Inc overheads and management)	9,500	0	0	0	0	0
Good Practice Workshops	3,625	0	0	0	0	0
Research/reports	3,000	0	0	0	0	0
Events, Materials, Meetings, Website	3,425	0	0	0	0	0
Staff Training	600	0	0	0	0	0
Staff Travel	500	0	0	0	0	0

TOTAL:	117,248	0	0	0	0	0
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What income has already been raised?

Source	Year 1	Year 2	Year 3	Year 4	Year 5	Total
Trust for London - Confirmed last year of 3	56,500	0	0	0	0	0

TOTAL:	0	0	0	0	0	0
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What other funders are currently considering the proposal?

Source	Year 1	Year 2	Year 3	Year 4	Year 5	Total
TOTAL:	0	0	0	0	0	0

How much is requested from the Trust?

Expenditure heading	Year 1	Year 2	Year 3	Year 4	Year 5	Total
Staff Costs (1 full time and 1 part time)	49,898	0	0	0	0	0
Organisational Costs (Inc overheads and management)	5,000	0	0	0	0	0
Good Practice Workshops	2,000	0	0	0	0	0
Good practice workshops, events	1,500	1,750	0			3,250
Events, Materials, Meetings, Website	1,800	0	0	0	0	0
Staff Training	300	0	0	0	0	0
Staff Travel	250	0	0	0	0	0
TOTAL:	60,748	0	0	0	0	0

Who will benefit?

How many people will directly benefit from the grant per year?

800

In which Greater London borough(s) or areas of London will your beneficiaries live?

London-wide

Does this project specifically target any groups or communities?

No - open to everyone

This project will specifically work with the following age groups:

This project will specifically work with the following gender groups:

This project will specifically work with the following ethnic groups:

If Other ethnic group, please give details:

This project will specifically work with Deaf and disabled people:

No

This project will specifically work with LGBTQI groups:

No

This project will specifically work with other groups or communities:

How will you target the groups/communities you have identified? What is your expertise in providing services for these groups?

Are there any groups or communities you think your organisation will find hard to include through this project?

Yes - please specify

If yes, please specify which groups or communities? Where possible using the categories listed above.

Gypsies, Roma or Travellers

If yes, what steps will you take to make your services accessible to and meet the needs of the groups/communities you have identified?

We will reach out to our member organisations who serve these communities and work with them to discuss their needs and how the network can provide services / support that fits.

Declaration

I confirm that, to the best of my knowledge, all the information I have provided in this application form is correct. I fully understand that City Bridge Trust has zero tolerance towards fraud and will seek to prosecute and recover funds in every instance.

Please confirm: Yes Full Name: **Kathy Evans**

Role within Organisation: **Chief Executive**

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The City Bridge Trust

Bridging Divides: Application for a grant



About your organisation

Organisation Details

Name of your organisation:

Claremont Project (Islington)

If your organisation is part of a larger organisation, what is its name?

N/A

In which London Borough is your organisation based?

Islington

Contact person:

Mr Lucien Paul Stanfield

Position:

Chief Executive

Website:

<http://www.claremont-project.org>

Social Media Accounts:

Facebook account (Claremont Project - Islington)

What Quality Marks does your organisation currently hold?

Legal Status

Legal status of organisation: **Registered Charity**

Charity Number:

1070611

Company Number:

3453945

CIC Number:

Bencom Number:

When was your organisation established? **01/01/1907**

Aims of your organisation:

Claremont is a national advocate for putting authentic relationships at the heart of community work. We are a pioneering organisation delivering stellar outcomes for thousands of isolated older people from Islington and across the whole of London. Our award-winning programmes deliver substantial evidenced-based Improvements in psychological well-being, addressing issues resulting from high deprivation such as isolation, loneliness, and depression. Our aspirational and creative programme of opportunities for older people includes a schedule of over thirty-five regular classes ranging from art therapy, psychotherapy groups and one-to-one psychotherapy, to crafts, tai chi, dance, keep fit, and creative writing.

Main activities of your organisation:

We run a schedule of over thirty-five regular weekly classes/activities from art therapy, to crafts, tai chi, dance, keep fit, and creative writing. Most classes run for one hour, are based in one of the three halls at Claremont and are led by a professional tutor. For example, we work in partnership with Sadlers Wells to deliver some of our dance programme. In addition to activities relating to the arts, physical health, and learning, we also offer low cost one-to-one psychotherapy and one-to-one art psychotherapy. Our psychotherapy services give priority to those people unable to access other psychotherapy services due to cost, physical access or other limiting factors. We created and run the national Flourishing Lives Coalition (the focus of this application) which includes as members most of the UK's London-based national arts and heritage organisations as well as almost 200 organisations working with older people; we also chair and run the national Age Action Alliance ? Arts.

Your Staff & Volunteers

Full-time:	Part-time:	Trustee/Board members:	Active volunteers:
3	5	6	45
Do you have a Safeguarding policy? Yes			
Are the following people in your organisation subject to DBS checks?			
Paid Staff Yes	Volunteers Yes	Trustees / Management Committee Members No	

Property occupied by your organisation

Is the main property owned, leased or rented by your organisation?	If leased/rented, how long is the outstanding agreement?
Leased	15 years

Environmental Impact**What action have you taken in the past year to progress environmentally sustainability principles and practice?**

We moved this year to 100% renewable electricity and will be able to look for off-set gas suppliers once our current contract is up for renewal.

We are in the process of renovation work which would significantly upgrade our heating and electricity facilities and cut energy consumption. We aim to replace our boilers within the next 12 months.

We do not have bins by desks and have separate communal recycling bins throughout the Claremont premises.

We avoid buying single-use plastics for catering and other activities in the building.

We have projects throughout the year here on various sustainability issues, from talks on Fast Fashion to workshops on mending. We have also had talks on reducing water waste.

We have a high volume Berkey water filter system and encourage visitors and staff to bring their reusable water bottles.

We partner with Tesco to distribute food which would otherwise go to waste.

Finance Details

Organisation Finances

	Year of most recent audited / examined accounts	Current financial year forecast	Next financial year budget
End of financial year date	31/03/2018	31/03/2019	31/03/2020
Grants & donations:	£224,196	£247,123	£278,018
Earned income:	£238,531	£236,896	£137,613
Other income:	£958	£0	£0
Total income:	463,685	£484,019	£415,631
Charitable activity costs:	£426,330	£441,737	£444,761
Cost of raising funds:	£33,590	£35,000	£30,000
Other costs:	£0	£0	£0
Total expenditure:	£459,920	£476,737	£474,761
Free unrestricted reserves held at year end:	£230,718	£245,422	£185,422
What is your organisation's reserves policy? It is the policy of the charity that unrestricted funds which have not been designated for a specific use should be maintained at a level equivalent of 6 months' expenditure. The trustees consider that reserves at this level will ensure that, in the event of a significant drop in funding, they will be able to continue the charity's current activities while consideration is given to ways in which additional funds may be raised. This level of reserves has been maintained albeit on the basis that in such a situation, costs would be lowered accordingly.			
For your most recent financial year, what % of your income was from statutory sources? 1-10%			

Organisational changes

Describe any significant organisational changes to your structure, financial position or core activities since the date of your most recent accounts.

We are planning to refurbish areas within the Claremont building and have been fundraising in order to raise sufficient funding to do so. When complete, the refurbishment will include a new entrance, new toilets, a lift and more economically-efficient heating and lighting. Flourishing Lives will not be affected. We will use some reserves for some of this cost.

Grant Request

Which of the Trust's programmes and priority areas will your application deliver?
Connecting the Capital/Arts, sports, health and/or well-being projects for older people

Which of the programme outcome(s) does your application aim to achieve?

Please describe the purpose of your funding request in one sentence.

To pay the total salary costs of the Flourishing Lives Project Coordinator and to contribute towards the project leadership, events/activities, and administration costs of project.

When will the funding be required? **03/06/2019**

Is this request to continue work that is currently funded or has been funded in the last year by:

City Bridge Trust?

Another funder? (If so which)

Yes

How much funding are you requesting?

Year 1:
£49,408

Year 2:
£49,408

Year 3:
£0

Year 4:
£0

Year 5:
£0

Total Requested: £98,816

What 3 main differences or outcomes do you want to achieve through your funding proposal?

Moving the London sector of older people's day service providers from a practice-based evidence approach to an evidence-based practice approach, based on a clearly articulated foundational model of service and evidence of best practice.

Increased use by London's older population, especially those previously isolated, of services that are aspirational, not ageist, and which deliver friendship and increased physical and mental well-being.

Reducing the fragmentation of the sector by providing community for service providers.

What are the main activities or outputs you will deliver to achieve these differences?

Eight quarterly workshops (400 people/attendances in total) sharing best practice and thought-leadership and providing opportunities for coalition members to forge new connections and working partnerships; forty quarterly reflective practice groups (240 people/attendances in total) providing coalition members with a safe space for peer support and in-depth reflection on working practice.

Six roundtable discussions (180 people/attendances in total), two summit meetings (60 people in total), participation in four arts festivals (4100 people/attendances in total,) all offering coalition members the opportunity to learn from best practice and share their knowledge and experience of engaging socially-isolated older people in their services.

Run 9 Relational Practice training days providing 72 professionals p.a. with a CPD-accredited framework and skill-set to develop genuine interpersonal connections with the older people who engage with their services, develop practice guidelines identifying evaluation methods appropriate to different settings and work, produce monthly newsletters, sharing thought-leadership and best practice.

How will the work be delivered - specifically, what will you do?

Most of the activities we are planning over the next two years will be based at Claremont and led or facilitated by the Flourishing Lives Coordinator and/or Claremont's CEO. This will be the case for the training, quarterly workshops and the roundtable discussions. The reflective practice groups and summit meetings will be hosted by coalition champions at venues across London and facilitated by the Flourishing Lives team. Two of the four arts festivals will be Tate Exchange and are already booked. They will be based at Tate Modern, and we will work together with multi-disciplinary arts organisations and coalition members over several days in situ to curate and programme the gallery. Practice guidelines will be developed through the workshops with coalition members and the Flourishing Lives team, and the e-newsletters will be produced and disseminated by the Flourishing Lives team at Claremont.

Why are you the right organisation to do this work?

Claremont is a charity delivering stellar outcomes for the older people we serve. We are a day service provider offering 35+ weekly arts, health and well-being activities/psychotherapeutic services delivered to a high professional level. We have spent the last 16 years building Claremont up as a community of older people from all walks of life with the aim of improving health and psychological well-being. Over 1,000 people participate in our programme each year. We are an exemplar of good practice in the sector and are regularly asked to talk about our model of work. Our outcomes are very good, as conveyed by the large number of very positive subjective comments and ratings from participants, as well as by WEMWBS Before/After results. We make a huge difference to many people, because we work relationally and focus on the quality of relationships, the 'magic dust' we believe, of great services.

How does your work complement and not duplicate other services within your area?

Flourishing Lives is a business-to-business coalition focussed on supporting richer, more independent lives for older people and is unique in the UK. Its closest 'bedfellows' are The Age of Creativity and The National Alliance for Culture and Well-being, but the fact that Flourishing Lives coalition develops and shares best practice is unique. The British Council is currently engaged in adopting the model for its work.

In terms of Claremont, existing day centres specifically for older people in Islington are: The Peel Centre, which closed its dedicated building and now runs regular classes for older people elsewhere, Sotheby Mews/Highbury Roundhouse which is due to close in April 2019, St Luke's, now a general community centre and café, and Wittington Park, primarily a lunch club. There are specialist centres for dementia but no other centres with expertise in mental health and older people offering such a wide range of activities and services.

You and your grant request

What, specifically, are you applying for (your project)?

In June 2019, we come to the end of a three-year City Bridge Trust grant which has been funding major aspects of Flourishing Lives, and we are applying to the Trust for a further two-year project grant. Flourishing Lives is a London-wide coalition of over 200 arts and health organisations, such as The Barbican, Creating with Dementia, and The London Symphony Orchestra, taking a creative, relational approach to supporting richer, more independent lives for older people. Coalition members believe that building quality relationships is the heart of our work - genuinely engaging with older people as unique individuals and forming close bonds with the dedicated staff and volunteers who work alongside them. We connect practitioners, day centres, major art organisations, health and fitness initiatives, and community outreach programmes so that knowledge, research and resources can be shared, and the very highest level of practice can be established across the sector.

How will the project described achieve your stated outcomes?

By delivering CPD-accredited Relational Practice training, workshops, reflective practice groups, roundtables and summit meetings, we will promote the benefits to coalition members of moving from a practice-based evidence approach to an evidence-based practice approach, supporting them to develop effective and genuine interpersonal connections with their users.

Our website, newsletters, networking sessions, arts festival residencies and quarterly coalition meetings will reduce sector fragmentation by providing a central hub for providers, linking member organisations across boroughs (many of whom will not have connected before) and forging collaborations.

Our needs analysis continues to reflect that many organisations are still struggling to measure the impact of their work and find appropriate methods to quantitatively evaluate the wellbeing of the older people who engage with their services. As a result, we are currently in discussion with Anglia Ruskin University about developing evaluation measures that will better help coalition members to measure their impact.

How do you know there's a need for this work?

In 2012, Claremont commissioned research to provide a detailed evidence base around the needs and wants of older people in relation to day care services. ?Flourishing Lives? found that older people enjoy having more time, independence and freedom, do not want to be defined by their age/condition, aspire to achieve things and learn new skills, want to contribute, and appreciate the provision of appropriate therapeutic support. The implications for providers are that staff should be of high quality, they should offer a wide range of activities delivered to a professional standard, participation models should be flexible, and investment in inclusivity is important. What we subsequently found is that in addition to the findings above, providers feel isolated and unsupported. It is clear that whilst there is the passion to deliver quality activities needed and wanted by older people, the sector is fragmented, and many staff feel demoralised, and detached.

How will you ensure that your project will hear and represent the views and needs of disadvantaged people and/or diverse communities?

A repeated concern expressed by coalition member organisations during our needs analysis meetings has been around the issue of meeting the needs of socially-isolated and disadvantaged people and expanding their outreach and community work to extend beyond what many of the organisations found to be the same cohort who repeatedly made use of their services.

We will respond to this by facilitating a series of 'Exploring Outreach' roundtable discussions and workshops that will provide space and opportunity for open dialogue between services and isolated older people, to ensure that the views and needs of disadvantaged and socially-isolated people are placed at the heart of service design and to help organisations gain insight into how they might be able to better open up their offering to some of the hardest to reach in society.

How does your project engage and empower individuals and/or communities to come together on this issue? Will you be working with people who are particularly excluded?

This is an issue that the Flourishing Lives coalition is very keen to explore and progress. Our 'Exploring Outreach' programme will invite key players from community outreach programmes and representatives from Intersectional older people's groups to come together and discuss the potential barriers to accessing services and how these might be overcome. We will stage four discrete roundtables (with a capacity for 40 delegates) focusing on discussing challenges to access for older LGBT+, BAME, people from lower socioeconomic backgrounds, and older men's groups, with the aim of increasing diversity and sharing knowledge and best practice across the coalition. The output will be a co-produced document offering a set of best practice guidelines for organisations to apply as they develop their outreach strategy. This will feature on the Flourishing Lives website and be shared across the coalition. The impact of the process could have great resonance across the sector.

Is the focus of your project meeting an already identifiable need (acute or otherwise) or are there elements which are preventative and/or incorporate early action?

In moving the London sector of older people's day service providers from a practice-based evidence approach to an evidence-based practice approach, increasing the use by London's older population of aspirational services which deliver friendship and increased physical and mental well-being, and reducing the fragmentation of the sector by providing community for service providers, Flourishing Lives is meeting an already identifiable need.

Who might you need to work closely with in delivering this project - whether before, during or afterwards?

We are a coalition of over 200 arts, health and well-being organisations all working for the benefit of older people. We work closely together and will continue to facilitate partnership work across the coalition. For example, last year we partnered with UCL and the National Alliance for Museums, Health & Wellbeing on their Museums on Prescription project, sharing the tenets of the Flourishing Lives Charter in a handbook for arts/heritage organisations. The coalition also needs to work closely with its funders, currently City Bridge Trust and The Mercers' Company in delivering outcomes and reporting impact. We also need to work with other coalitions and networks representing LGBT+ and BAME groups/organisations to ensure that the coalition's work is accessible and promotes equality and fairness. We will also partner with Redbridge Dementia Group and Haynes Dementia Hub to promote 'Dementia Friends' - training and advocacy for dementia-inclusive service provision across London.

Our aim as a funder is to help people move positively between any of the four stages of Surviving, Coping, Adapting and Thriving. For your project at which of these stages will most people begin their journey?

Those who engage with our coalition member organisations span the full spectrum of these four stages, from the recently socially-prescribed members of day services who are beginning their journey at the Surviving stage to the Thriving older participants of established and aspirational services like Hackney Empire's Community Choir - although a spectrum of stages is still manifest in participants in even the most aspirational of services. Our coalition members have a shared commitment to engaging the most socially-isolated older people in their communities so the majority of service users across the coalition begin their journey at the Surviving or Coping stages. Our coalition shares a unified vision of excellence in services for older people, a Charter that promotes a model of aspiration and inspiration in programming, helping people to move positively towards the Adapting and Thriving stages, ultimately empowering older Londoners to lead healthier, happier, more active and connected lives.

Will there be any elements of this project that will help you or your beneficiaries to reduce your environmental footprint?

Project team members take public transport to all Flourishing Lives external meetings which reduces our carbon footprint. Additionally, we plan to incorporate a green practice review in our newsletter which will be disseminated across the coalition.

Claremont's activities and services and their environmental impact are integral to our thinking and actions. We are committed to making a positive environmental impact and have made significant improvements within our practices and our physical building since our City Bridge Trust eco-audit. Over half of the Flourishing Lives project activities take place within the Claremont building and so will benefit from this reduced environmental footprint.

Funding required for the project

What is the total cost of the proposed activity/project?

Expenditure heading	Year 1	Year 2	Year 3	Year 4	Year 5	Total
Flourishing Lives Coordinator Salary F/T	30,900	30,900	0	0	0	61,800
Flourishing Lives Coordinator Employer NIC and Pension	4,064	4,064	0	0	0	8,128
Project Leadership from Claremont CEO (20% of salary, Employer NIC and Pension). CEO also leads the training.	17,061	17,061	0	0	0	34,122
Venue hire/refreshments for free training, events and roundtables, travel, project administration.	3,000	3,000	0	0	0	6,000
Flourishing Lives Officer P/T Salary	16,480	16,480	0	0	0	32,960
Flourishing Lives Officer Employer NIC + Pension	1,477	1,477	0	0	0	2,954
Claremont overheads @ 15% (we have had significant increases in rent which is about to double and utilities since we last applied to City Bridge Trust).	10,947	10,947	0	0	0	21,894
TOTAL:	83,920	83,929	0	0	0	167,858

What income has already been raised?

Source	Year 1	Year 2	Year 3	Year 4	Year 5	Total
Mercers Company	4,000	4,000	0	0	0	8,000
TOTAL:	4,000	4,000	0	0	0	8,000

What other funders are currently considering the proposal?

Source	Year 1	Year 2	Year 3	Year 4	Year 5	Total
Big Lottery	30,000	30,000	30,000	30,000	30,000	150,000
TOTAL:	30,000	30,000	30,000	30,000	30,000	150,000

How much is requested from the Trust?

Expenditure heading	Year 1	Year 2	Year 3	Year 4	Year 5	Total
Flourishing Lives Coordinator salary	30,900	30,900	0	0	0	61,800
Flourishing Lives Coordinator Employer NIC and pension	4,064	4,064	0	0	0	8,128
Project Leadership from Claremont CEO	5,000	5,000	0	0	0	10,000
Venue hire/refreshments for free training, events and roundtables, travel, project administration.	3,000	3,000	0	0	0	6,000
Claremont overheads @ 15% (we have had significant increases in rent which is about to double and utilities since we last applied to City Bridge Trust).	6,445	6,445	0	0	0	12,890
TOTAL:	49,409	49,409	0	0	0	98,818

Who will benefit?

How many people will directly benefit from the grant per year?

3,100

In which Greater London borough(s) or areas of London will your beneficiaries live?

London-wide

Does this project specifically target any groups or communities?

Yes - please enter details below

This project will specifically work with the following age groups:

65-74/75 and over

This project will specifically work with the following gender groups:

Male

Female

This project will specifically work with the following ethnic groups:

If Other ethnic group, please give details:

This project will specifically work with Deaf and disabled people:

Yes

This project will specifically work with LGBTQI groups:

Yes

This project will specifically work with other groups or communities:
LGBT+ consortia, older men's groups, BAME groups, people from lower socioeconomic backgrounds.

How will you target the groups/communities you have identified? What is your expertise in providing services for these groups?

By forming a steering committee comprising the members and delegates of representative intersectional advocacy groups. Our expertise stems from the working partnerships that we have already successfully formed with representative groups.

Are there any groups or communities you think your organisation will find hard to include through this project?

Yes - please specify

If yes, please specify which groups or communities? Where possible using the categories listed above.

Our needs analysis has shown it will be hard to reach socially-isolated older people from a lower socioeconomic background for a variety of complex financial, social, medical and psychological reasons. Unlike LGBT+, BAME and older men's groups, there are very few advocacy groups which specifically represent this cohort.

If yes, what steps will you take to make your services accessible to and meet the needs of the groups/communities you have identified?

We will seek to reach out to socially-isolated older people from a lower socioeconomic background through the social-prescription network, to those who have successfully been referred to arts or community groups by their GPs or medical services.

Declaration

I confirm that, to the best of my knowledge, all the information I have provided in this application form is correct. I fully understand that City Bridge Trust has zero tolerance towards fraud and will seek to prosecute and recover funds in every instance.

Please confirm: Yes Full Name: **Lucien-Paul Stanfield**

Role within Organisation: **Chief Executive**

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The City Bridge Trust

Bridging Divides: Application for a grant



About your organisation

Organisation Details

Name of your organisation: Covent Garden Dragon Hall Trust	
If your organisation is part of a larger organisation, what is its name?	
In which London Borough is your organisation based? Camden	
Contact person: Ms Nicole Furre	Position: Director
Website: http://www.dragonhall.org.uk	Social Media Accounts: @dragonhall
What Quality Marks does your organisation currently hold? Silver quality mark for youth work in association with UK Youth accredited by City and Guilds	

Legal Status

Legal status of organisation: Registered Charity			
Charity Number: 1087268	Company Number: 03456508	CIC Number:	Bencom Number:
When was your organisation established? 07/01/2005			
Aims of your organisation: <p>To promote the benefit of the inhabitants of London - central London, Covent Garden, Holborn, St Giles and Bloomsbury in particular, by associating local authorities, voluntary organisations and such inhabitants in a common effort to provide facilities in the interests of social welfare for recreation and leisure-time occupations with the object of improving the conditions of life for the said inhabitants</p> <p>To promote any charitable purposes for the benefit of the said inhabitants and in particular the advancement of education and skills (with particular but not exclusive reference to technology and the arts)</p> <p>To educate the public in the geography, history, natural history and architecture of the area and to secure the preservation, protection, development and improvement of buildings or features of historic or public interest in London to enable them to be enjoyed by the public</p> <p>To establish or secure the establishment of community centres and to maintain and</p>			

Main activities of your organisation:

Under 5s drop in

after school club for ages 8 to 12, 13 to 16 and 16+

Technology activities for young people including code clubs and Coder Dojo

Activities to combat isolation and loneliness in people over 60 with a particular focus on those 75 and over and carers.

Activities to promote community cohesion

Councillor and MP surgeries

Dragon Hall also run Soapbox Islington, a youth centre for young people 13+ on contract with LB Islington

Your Staff & Volunteers

Full-time:	Part-time:	Trustee/Board members:	Active volunteers:
5	11	9	38
Do you have a Safeguarding policy? No			
Are the following people in your organisation subject to DBS checks?			
Paid Staff Yes	Volunteers Yes	Trustees / Management Committee Members No	

Property occupied by your organisation

Is the main property owned, leased or rented by your organisation?	If leased/rented, how long is the outstanding agreement?
Leased	25 years from 2005

Environmental Impact**What action have you taken in the past year to progress environmentally sustainability principles and practice?**

We have gone over to LED lighting. We recycle materials and share resources with partner organisations. We are in the process of trying to go 'plastic free'. We pick up 'sell by' food donated by local supermarkets to distribute to parents and older people

Finance Details

Organisation Finances

	Year of most recent audited / examined accounts	Current financial year forecast	Next financial year budget
End of financial year date	31/03/2018	31/03/2019	31/03/2020
Grants & donations:	£472,453	£399,290	£410,437
Earned income:	£89,531	£164,000	£136,000
Other income:	£7,340	£9,600	£9,600
Total income:	569,324	£572,892	£556,037
Charitable activity costs:	£426,104	£543,532	£528,073
Cost of raising funds:	£8,000	£8,000	£8,000
Other costs:	£6,000	£6,000	£6,000
Total expenditure:	£440,104	£557,532	£542,073
Free unrestricted reserves held at year end:	£72,524	£79,242	£81,000
What is your organisation's reserves policy? The trustees consider it appropriate to aim for operating reserves to keep the charity operating for a period of 4 months in the event of a funding fall-out. this target will be reviewed each year and adjusted if needed. The reserves at the 31st March 2018 were £182,746 (2017 - £53,526)			
For your most recent financial year, what % of your income was from statutory sources? 0%			

Organisational changes

Describe any significant organisational changes to your structure, financial position or core activities since the date of your most recent accounts.

None

Grant Request

Which of the Trust's programmes and priority areas will your application deliver? Connecting the Capital/Arts, sports, health and/or well-being projects for older people				
Which of the programme outcome(s) does your application aim to achieve?				
Please describe the purpose of your funding request in one sentence. Continuation of 3 year funding for a full time staff member to deliver older people's services to address isolation and loneliness and support health and well being				
When will the funding be required? 01/07/2019				
Is this request to continue work that is currently funded or has been funded in the last year by: City Bridge Trust? Another funder? (if so which) Yes				
How much funding are you requesting?				
Year 1: £32,986	Year 2: £32,986	Year 3: £0	Year 4: £0	Year 5: £0
Total Requested: £65,972				

What 3 main differences or outcomes do you want to achieve through your funding proposal?

Increase the number of older people accessing the outdoors and nature and encourage living more active and healthier lives: supported by staff and volunteers, trips and excursions, outdoor mindfulness movement classes, guided meditation techniques and walking groups using local parks and canals
Outreach and connection services for older people: Working with partner organisations such as Community Connectors and Ageing Better Camden connecting older people and their carers with existing befriending services, volunteer support workers and a wide range of activities to reduce isolation and encourage participation
Improved physical and emotional well being through active engagement in creativity and the arts, physical activities and group dance and exercise sessions. With a focus on weekend and evening activities plus activities specifically aimed at men.

What are the main activities or outputs you will deliver to achieve these differences?

3 six weekly indoor craft sessions on growing food and plants. Monthly horticultural therapy workshops aimed at those with limited mobility to create a 'growing space'. All 1.5 hour sessions for 10 older people per session. 8 supported day trips and excursions to outdoor events, canal, Kew & Royal Parks
15 weekly activities including classes, workshops and opportunities to promote social connections to 500 users per month. Volunteer support to enable older people to take first steps to increase social interactions and feel comfortable in external settings. Working with partners to encourage wider networks to be established
12 week art workshops aimed at those with dementia and carers. Painting drawing and craft making. Monthly creative writing session in Kew gardens, 6 older people per 2 hour session. 8 evening and weekend activities to 100 users per month, 2 activities per month to support and encourage men

You and your grant request

What, specifically, are you applying for (your project)?

Salary of the Community Development Manager to continue for the next 2 years. The manager has increased the involvement of individual older people from 100 to over 370. January 2019 saw a delivery of 59 activities to a total of 699 users. The demographic covers a wide area - we are based on the borders of Camden and Westminster but see users from other London boroughs including Hackney, Islington, City of London, Lambeth and further afield. We are working in 4 different venues in Camden with involvement from over 15 partner organisations. Without the staff member to co-ordinate and focus the delivery and manage volunteers many of these activities would have to close. The focus is to encourage involvement in the community, including activities with our services for young people to enable inter-generational activities to be established and grown.

How will the project described achieve your stated outcomes?

The project will work with older people over 65 years in Camden and neighbouring areas to increase the number of older people accessing activities. We expect to see a decrease in reported depression amongst older people accessing our activities and services, increase in older people reporting improved physical and mental well-being and improved and emotional wellbeing through active engagement in creativity and the arts. The project will recruit beneficiaries on a rolling basis. Activities will be undertaken to ensure effective delivery and to meet the needs of the specification and participants. All classes and sessions will be delivered by tutors and workers who have an understanding of the capability of older people. We work with existing partners Kew Gardens, Royal Parks, Phoenix Gardens and local City Farms to increase access to the outdoors and nature. Recruitment and selection of volunteers provides one to one support with training from community connectors

How do you know there's a need for this work?

National studies show that 33% of older people sometimes feel lonely. Camden has 33,000 older people which means 11,000 are facing loneliness in Camden alone. Loneliness is a massive issue for people in later life in the UK. Half of all people aged 75 and over live alone, and 1 in 10 people aged 65 or over say they are always or often feel lonely - just over 1,000,000 people. Half of all older people consider the television their main form of company. There is an expected increase of 16.5% in London of the older population (65+) and in Camden the older population is expected to rise to 29,280 by 2023 - an increase of 15.7% from 2013. At present 11% of the population in Camden is over 65 and 1.5% is over 85.

How will the work be delivered - specifically, what will you do?

Creativity and art activities - a wide range of activities will be arranged including art and craft classes, creative writing, art appreciation, visits to galleries, theatre and concerts.

Annual exhibitions of users artwork, play reading and singing classes

Physical activities including chair yoga, pilates, line dance, kele ball, monthly tea dance, tai chi, mindful movement.

Living with Nature - wildlife walking, bird watching, city farm visits, dog walking and pet sitting, building bird feeder, co-ordinated walks at Kew Gardens and local parks, canal walks and visits to local open spaces. Mindfulness sessions including using birdsongs, rain, sea sounds etc.

All activities are undertaken in consultation with users including developing activities for the evening and weekends including sessions specifically to involve men and to encourage this

Why are you the right organisation to do this work?

We have a track record of working in and for the community and have been developing the older peoples service over the last 3 years with support from City Bridge Trust in the salary of the Development Manager. Dragon Hall Director is also the Chair of the Camden Community Centres Consortium who work together in partnership to provide activities, support, advice and access to services to enable older people to be as independent as they can for as long as they can. Regular consultation and communication with users enables the organisation to be flexible and responsive to emerging needs, working in co-production and co-design with users. Dragon Hall supports residents to make the most of their communities and strive to improve the quality of their lives. We have extensive skills in monitoring and evaluation to evidence and prove what does or does not work.

How does your work complement and not duplicate other services within your area?

We work in partnership with all of the organisations that deliver services to older people in our area. We have spent the last 3 years bringing all of the organisations together to ensure we complement each other and share resources. Our manager has been instrumental in keeping the older people's services open in Bloomsbury Central Baptist Centre as this was in danger of closure. Working in partnership now means that this service is expanding and new users are joining this well established centre. We deliver in 5 different venues in the area including a new community centre in Kings Cross. We have established partnerships with over 15 other organisations that run activities or support older peoples services and share volunteers and connection services with Age UK Camden, North London Cares, Community Connectors, Holborn Community Association Befriending Service. We also feed into the LB Camden strategic decision making process.

How will you ensure that your project will hear and represent the views and needs of disadvantaged people and/or diverse communities?

Working closely with other organisations and agencies our project is designed to empower older people to reconnect with their communities and each other. Referrals are taken from other organisations such as community Connectors and Age UK, directly from older people themselves and members of the public about any older person who is lonely or socially isolated. Activities are designed and co-produced with older people themselves via forums, talks and discussions. Many older people engage in leading activities or giving talks and workshops on a range of different subjects. Every effort is made to ensure a welcoming and supportive environment, open to all that supports and engages with individuals no matter their background or circumstances. We take a benchmark of participation with all new activities and measure the distance travelled through surveys and case studies. We work in collaboration to enable strategic thinking, widen participation and strengthen our communities.

How does your project engage and empower individuals and/or communities to come together on this issue? Will you be working with people who are particularly excluded?

Older people are particularly vulnerable to social isolation and loneliness owing to loss of friends and family, mobility or income. Health issues arising from loneliness and isolation add pressure on health and social care services. By intervening in this issue, we can improve older people's quality of life, while limiting dependence on more costly services. Research evidence is particularly supportive of social group activities with a creative, therapeutic or discussion-based focus. Our project delivers a range of services, incorporating self-help and self-support groups covering friendship, creative and social activities and health promotion. We also provide inter-generation opportunities with older people supporting our after school clubs for ages 8 to 11 and engaging in activities and homework support. Our annual Christmas Lunch was attended by 104 older people supported by 25 community volunteers. We also support older people and their carers who are less able to access services and activities

Is the focus of your project meeting an already identifiable need (acute or otherwise) or are there elements which are preventative and/or incorporate early action?

We are meeting an identifiable need - loneliness and isolation - and all of the activities are preventative and incorporate early action. We don't have the capacity to engage with users that have acute health or multiple physical needs or need specific support but aim to assist in signposting to services that are specialists in doing that

Who might you need to work closely with in delivering this project - whether before, during or afterwards?

We work closely with all of the other voluntary organisations that deliver activities and services to older people. We also work with Housing Associations, the Council and referral agencies to identify individuals who are or maybe at risk of isolation and loneliness. We work with the outreach departments of organisations including British Museum, Age UK, Mary Ward Centre, supported housing projects and other older peoples services across Camden and Westminster. We work closely with the older people themselves to identify further potential users that they know who maybe at risk of Isolation. We also work with the local GP surgeries and pharmacies to connect to residents who are known to them.

Our aim as a funder is to help people move positively between any of the four stages of Surviving, Coping, Adapting and Thriving. For your project at which of these stages will most people begin their journey?

Most people who start to come to our services, especially those who have not engaged previously start at the Surviving stage and with the support of volunteers and staff we aim to enable them to connect with other people and to start the process of building friendships and relationships with others and for them to, in turn, help others to connect.

Will there be any elements of this project that will help you or your beneficiaries to reduce your environmental footprint?

We engage users in talks and discussions on the environment and help with individuals attempts to reduce plastics, and to think about the environment in their day to day lives.

Funding required for the project

What is the total cost of the proposed activity/project?

Expenditure heading	Year 1	Year 2	Year 3	Year 4	Year 5	Total
Salary of Community Development worker	32,986	32,986	0	0	0	65,972
Tutor fees, equipment, room hire & management fees	6,000	0	0	0	0	6,000
TOTAL:	38,986	32,986	0	0	0	71,972

What income has already been raised?

Source	Year 1	Year 2	Year 3	Year 4	Year 5	Total
Tutor fees, equipment, room hire & management fees from William Shelton Foundation	6,000	0	0	0	0	6,000
TOTAL:	0	0	0	0	0	6,000

What other funders are currently considering the proposal?

Source	Year 1	Year 2	Year 3	Year 4	Year 5	Total
TOTAL:	0	0	0	0	0	0

How much is requested from the Trust?

Expenditure heading	Year 1	Year 2	Year 3	Year 4	Year 5	Total
Salary of Community Development worker	32,986	32,986	0	0	0	65,972
TOTAL:	0	0	0	0	0	65,972

Who will benefit?

How many people will directly benefit from the grant per year?

600

In which Greater London borough(s) or areas of London will your beneficiaries live?

Camden

Westminster

Islington

Lambeth

London-wide

Does this project specifically target any groups or communities?

Yes - please enter details below

This project will specifically work with the following age groups:

65-74/75 and over

This project will specifically work with the following gender groups:

Male

Female

Transgender or other gender identity

This project will specifically work with the following ethnic groups:

Asian/ Asian British (including Indian; Pakistani; Bangladeshi; Chinese; Any other Asian background)

Black/ African/ Caribbean/ Black British (including African; Caribbean; Any other Black/ African/ Caribbean background)

Mixed / Multiple ethnic groups

White (including English/ Welsh/ Scottish/ Northern Irish/ British; Irish; Any other White background)

If Other ethnic group, please give details:

This project will specifically work with Deaf and disabled people:

No

This project will specifically work with LGBTQI groups:

No

This project will specifically work with other groups or communities:

How will you target the groups/communities you have identified? What is your expertise in providing services for these groups?

We work with all of the other community organisations in our area who deliver to older people. We market to local residents and others in our areas. We have been delivering older peoples services since opening in 2005.

Are there any groups or communities you think your organisation will find hard to include through this project?

No

If yes, please specify which groups or communities? Where possible using the categories listed above.

If yes, what steps will you take to make your services accessible to and meet the needs of the groups/communities you have identified?

Declaration

I confirm that, to the best of my knowledge, all the information I have provided in this application form is correct. I fully understand that City Bridge Trust has zero tolerance towards fraud and will seek to prosecute and recover funds in every instance.

Please confirm: Yes Full Name: **Nicole**

Role within **Furre**
Organisation:

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The City Bridge Trust

Bridging Divides: Application for a grant



About your organisation

Organisation Details

Name of your organisation: Crafts Council	
If your organisation is part of a larger organisation, what is its name? n/a	
In which London Borough is your organisation based? Islington	
Contact person: Ms Claire Brooke	Position: Development Manager
Website: http://www.craftscouncil.org.uk	Social Media Accounts: @CraftsCouncilUK
What Quality Marks does your organisation currently hold? None	

Legal Status

Legal status of organisation: Registered Charity			
Charity Number: 280956	Company Number:	CIC Number:	Bencom Number:
When was your organisation established? 20/07/1982			
Aims of your organisation: To advance and encourage the creation and conservation of articles of fine craftsmanship and to foster promote and increase the interest of the public in the work of craftsmen and the accessibility of those works to the public. Our vision is that everyone has a chance to discover their creative talents and practical abilities, to enjoy craft as a producer and consumer, and to improve their lives through craft; this vision rests upon a generous, democratic definition of craft, and a belief in craft's transformational power.			

Main activities of your organisation:

We are the national charity promoting contemporary craft in the UK. We build on the UK's status as a world leader in craft, harnessing the power of craft to transform lives, inspire innovation and drive individual fulfilment.

In 2021, we celebrate our 50th anniversary. To mark this milestone, we are launching a major campaign to strengthen craft's position as a force for positive change for the next 50 years.

By 2022 our ambition is to:

Ignite craft skills to help the next generation to discover and develop their talent for making, changing the lives of at least 2.5m young people through our education and participation projects.

Your Staff & Volunteers

Full-time:	Part-time:	Trustee/Board members:	Active volunteers:
24	11	12	15
Do you have a Safeguarding policy? Yes			
Are the following people in your organisation subject to DBS checks?			
Paid Staff Yes	Volunteers No	Trustees / Management Committee Members No	

Property occupied by your organisation

Is the main property owned, leased or rented by your organisation?	If leased/rented, how long is the outstanding agreement?
Leased	Until 2040

Environmental Impact**What action have you taken in the past year to progress environmentally sustainability principles and practice?**

We are committed to minimising the environmental impact of all our work and follow the guidelines and recommendations of Julie's Bicycle. In 2017/18, we achieved a reduction in our overall carbon footprint from 48.2 tonnes Co2 to 42.7 tonnes Co2 (c. 11% reduction).

Actions in the past year include:

? Increased recycling levels by using Islington Council's scheme for our shredded paper.

? Achieving a silver award from First Mile recycling.

? Replacing old printers with fewer, more energy efficient new units (Samsung).

Secure print release allows for users to reduce unnecessary printing. Based on past monthly averages we calculate that there has already been an 8% reduction in the amount of paper used.

? Changing our milk delivery from plastic to fully recyclable glass.

? Reusing, repurposing and recycling existing exhibition builds including repurposing benches from past exhibitions as staff seating in the courtyard of our office buildings.

Finance Details

Organisation Finances

	Year of most recent audited / examined accounts	Current financial year forecast	Next financial year budget
End of financial year date	31/03/2018	31/03/2019	
Grants & donations:	£2,688,000	£2,895,000	£0
Earned income:	£1,430,000	£1,272,000	£0
Other income:	£50,000	£0	£0
Total income:	4,168,000	£4,167,000	£0
Charitable activity costs:	£3,411,000	£3,455,000	£0
Cost of raising funds:	£373,000	£360,000	£0
Other costs:	£198,000	£175,000	£0
Total expenditure:	£3,982,000	£3,990,000	£0
Free unrestricted reserves held at year end:	£215,000	£183,000	£0

What is your organisation's reserves policy?

Crafts Council operates a dynamic reserves policy. Our three key tests are:

? Cashflow visibility: ensuring future cash headroom and operational flexibility.

? Requirements for reserves: based on analysis of potential risks and contingencies.

? Three months operating expenses: building towards higher reserves for reinvestment in Impact.

Our Arts Council England funding is confirmed until 2021/22. During the initial years of our four year business plan we will reinvest surplus in building an organisation able to create greater impact long term. In the later years, we will build our reserves further to mitigate the lack of longer term revenue visibility.

For your most recent financial year, what % of your Income was from statutory sources?
51-60%

Organisational changes

Describe any significant organisational changes to your structure, financial position or core activities since the date of your most recent accounts.

None

Grant Request

Which of the Trust's programmes and priority areas will your application deliver? Connecting the Capital/Access Improvements to community buildings														
Which of the programme outcome(s) does your application aim to achieve? Connecting the Capital/Londoners experiencing inequality or disadvantage have greater wellbeing and independence through improved access to arts, sports and other community facilities and services Connecting the Capital/Local communities have better, more sustainable, assets (financial, physical, environmental)														
Please describe the purpose of your funding request in one sentence. To ensure full accessibility of the Crafts Council's attractive and sustainable new public space where visitors from all backgrounds can discover, explore and appreciate the best contemporary craft.														
When will the funding be required? 01/02/2019														
Is this request to continue work that is currently funded or has been funded in the last year by: City Bridge Trust? Another funder? (if so which) No														
How much funding are you requesting? <table style="width: 100%; border: none;"> <tr> <td style="width: 20%;">Year 1:</td> <td style="width: 20%;">Year 2:</td> <td style="width: 20%;">Year 3:</td> <td style="width: 20%;">Year 4:</td> <td style="width: 20%;">Year 5:</td> </tr> <tr> <td>£99,626</td> <td>£0</td> <td>£0</td> <td>£0</td> <td>£0</td> </tr> </table> <p style="text-align: center; margin-top: 10px;">Total Requested: £99,626</p>					Year 1:	Year 2:	Year 3:	Year 4:	Year 5:	£99,626	£0	£0	£0	£0
Year 1:	Year 2:	Year 3:	Year 4:	Year 5:										
£99,626	£0	£0	£0	£0										

What 3 main differences or outcomes do you want to achieve through your funding proposal?

Local people will appreciate and enjoy this beautiful new public building. It will draw local, national and international visitors to the area, contributing to the local economy, and be a focus for local activities. We expect 9,000 visitors in our first year of opening, increasing to 15,000 in 2020.

We know that craft has a role to play in community building and promoting wellbeing. A diverse range of Londoners will enjoy the benefits of seeing and engage with contemporary craft. They will be able to explore their creativity and participate in craft, enhancing their quality of life.

The Crafts Council will be more resilient and sustainable. It will raise our profile, build understanding of the full range of our activities, increase our income and drive growth within our creative, commercial and philanthropic partnerships. It will enhance our ability to build partnership with a variety of local organisations.

What are the main activities or outputs you will deliver to achieve these differences?

Creating a new fully accessible contemporary craft space and facilities which will be open to public audiences five days a week and free to enter. Improving an important local asset, returning the Grade II listed building to its former glory and bringing back its original integrity and character.

Delivering a varied programme of events and activities to introduce a range of new audiences to the transformative power of craft. Consulting with a variety of local community partners in the development of the programme to ensure they represent the diversity of contemporary craft and appeal to a wide audience.

Showcasing the incredible breadth and diversity of contemporary craft. It will include space for the Crafts Council to display our Collections and give access to our archives for research. It will provide a venue for our participation projects, our learning and talent development offer and events for doors and patrons.

You and your grant request

What, specifically, are you applying for (your project)?

We are applying for funding to ensure full accessibility of an attractive and sustainable new public space where visitors from all backgrounds can discover, explore and appreciate the best new contemporary craft. We are planning to transform the ground floor of 44a Pentonville Road, currently used as the Crafts Council offices and storage, to create a new home for craft. It will be open five days a week and free to all with changing displays and a varied events programme. We want the space to be welcoming to everyone and the planned refurbishment gives us the opportunity to ensure it is fully accessible, from the forecourt through to the main display area. An independent Access Audit has identified how we can ensure our designs are DDA compliant and take into consideration all issues of access to create an inclusive environment for everyone, regardless of age, gender or ability.

How will the project described achieve your stated outcomes?

This Grade II listed building, currently closed to the public, will be transformed into a fully accessible flexible display, education and events space that introduces new audiences to contemporary craft. Our displays will be complemented by a full calendar of events and activities.

The local community will access our range of learning opportunities and exhibitions. We will embed diversity within all our programmes and work with community organisations, partnering with Islington Council to reach those audiences in the local area who are currently least engaged with culture.

This new space will make a significant contribution to the future resilience and sustainability of the Crafts Council. It will raise our profile and increase understanding of our work so we are better able to secure partnerships, sponsorship and attract fundraised income. We will use the space for our own events and meetings, saving on the cost of hiring external venues and equipment.

How do you know there's a need for this work?

There is a current lack of accessible, public, visual arts space in the London Borough of Islington. We have widespread support for our plans and to gauge the views of the public and the sector on the new space we carried out a wide ranging consultation. It included an online survey that elicited 1,600 responses, face to face interviews and telephone conversations with makers and craft organisations, focus group sessions with the local community, including partners such as Kings Cross Knowledge Quarter, Central St Martins and Claremont project and our young people's group. The research established the significant public demand for a physical space in London where a wide range of audiences can experience the best of contemporary craft.

We commissioned an Access Audit to identify the accessibility issues and make recommendations to address them and ensure full accessibility to the new space and to all the programme activities.

How will the work be delivered - specifically, what will you do?

Following a competitive tender we engaged the award winning AOC Architecture to design the new space. They will refurbish the building, incorporating all the recommendations of the Access Audit, to create:

- A clear, light remodelled forecourt, with an accessible platform lift.
- A welcome and reception area accessed via a power assisted front door with a compliant door entry system.
- A study and meeting area with access to our archives.
- A flexible display and event space with an induction loop where we will run a varied programme of activities for a diverse range of audiences.
- Fully refurbished accessible toilet with baby changing facilities.
- Slip resistant floor surfaces and internal ramps to provide equal access through the varying floor levels.
- All public displays and signage designed and positioned to ensure full accessibility.
- A high level of environmental sustainability through use of an innovative conservation heating system and extensive use of recycled materials.

Why are you the right organisation to do this work?

We are the leading national charity promoting contemporary craft. We harness the power of craft to transform lives, inspire innovation and drive individual fulfilment. We push the boundaries of craft through our exhibitions, commissions and talent development programmes.

We are the custodians of the national craft collections. We support the sector and champion campaigns that secure the future of craft. In 2017/18 we worked with 260 partners and reached an audience of over 10m, increasing the diversity of audiences engaged in craft.

Through our public participation platforms Make:Shift:Do and Hey Clay! we give families hands on experiences of craft, many for the first time.

Our Young People's programme engages 16-25 year olds from a range of backgrounds, overcoming barriers related to ethnicity, race and socio-economic status.

Make Your Future - our schools programme - Introduces craft into the classroom to ignite a passion for craft in pupils from disadvantaged backgrounds.

How does your work complement and not duplicate other services within your area?

Despite growing public interest in craft there are too few opportunities to see and experience it.

We will create a permanent home for the Crafts Council's national collection which spans half a century and comprises over 1,600 objects. We will be able to display items which are currently kept in store and hidden from public view. It will mean our archive, which includes a library of 6,000 publications, is available for research, hugely increasing public access to this unrivalled record of contemporary craft.

Our displays will be accessible, engaging and outward looking to surprise, inform and delight audiences showcasing the diversity of craft. We will deliver a varied programme of activities that introduce new audiences to the potential of craft.

The new space will be unlike anything else in Islington or even in London, meaning local residents will have access to the best of contemporary craft on their doorstep.

How will you ensure that your project will hear and represent the views and needs of disadvantaged people and/or diverse communities?

To promote and create opportunities for disadvantaged people to engage with our programmes and voice their views we will:

- continue to work with other organisations - Including Unlimited, Shades of Noir and DASH - that have a more diverse audience than us, to help us reach out to disadvantaged people.

- build partnerships with local schools and community organisations, in conjunction with Islington Council.

- invite local groups who represent disadvantaged people to use our space for their own activities so they become familiar with the venue and feel comfortable to visit and engage with our programmes.

We will collect their views on the space using a mix of self-complete questionnaires and on-line surveys, in-depth interviews, focus groups, observational study and stakeholder surveys. We will assess and evaluate their responses; explore their motivations, attitudes and needs; identify barriers and how to overcome them; and generate ideas to meet the varied audiences needs.

How does your project engage and empower individuals and/or communities to come together on this issue? Will you be working with people who are particularly excluded?

We will challenge perceptions of contemporary craft to attract people of all ages, from differing communities, with differing levels of experience of craft by:

- Reaching out and specifically targetting people who are least engaged with culture - hard to reach, young people and BAME communities.

- Hosting events from our participation platforms Make:Shift:Do and Hey Clay! inviting local families and children to have a hands-on experience of making.

- Creating accessible, engaging and outward looking displays that showcase the diversity of craft.

- Celebrating diversity through Craft Club themes, developing tutorials and workshops with an SEND focus and ensure an outreach focus on local areas of least engagement.

- Supporting the development of our Young People's programme and engage with at least 25 16-25 year olds from a range of backgrounds each year, hosting targeted activities as well as providing opportunities for the group to create events as part of the public programme.

Is the focus of your project meeting an already identifiable need (acute or otherwise) or are there elements which are preventative and/or incorporate early action?

Craft inspires us, brings us together and teaches us about ourselves and the world around us. There is a growing body of evidence on the positive effects on well-being of engaging with craft and its potential to build communities and support varied careers.

Yet there is a lack of public provision for art in Islington. Islington is a borough of contrasts perceived as wealthy but with the second highest rate of child poverty in the UK. Our new space will be an opportunity for those least engaged with culture to experience the transformative power of craft. We have the support of Andrea Stark, Director of Employment, Skills & Culture at Islington Council who recognises it as a significant new cultural offer within the borough, describing it as 'a much needed new resource'.

We will be working closely with Islington Council to develop an authentic and strategic approach to community engagement.

Who might you need to work closely with in delivering this project - whether before, during or afterwards?

Working with partners will be critical to delivering this project, to develop our programmes and reach our key target audiences. We will work closely with:

- local community groups and Islington Council to target the less heard voices and those marginalised in society, encouraging them to access our participation programmes and consulting with them on the development of our activity plans.
- local schools and colleges to engage young people with our learning opportunities.
- a wide range of craft organisations to engage with makers from all craft disciplines and from all backgrounds to participate in our talent development activities.
- the Kings Cross Knowledge Quarter partners to engage local business and community partners.
- the wider craft community, reserving 50% of our public programme for use by partner organisations.
- our young people's group of 16-25 year olds to create youth events as part of the public programme.

Our aim as a funder is to help people move positively between any of the four stages of Surviving, Coping, Adapting and Thriving. For your project at which of these stages will most people begin their journey?

We anticipate that most people who engage with our new space will begin their journey at the Adapting stage moving into the Thriving stage. Craft skills promote community and well-being. By visiting the displays and events in new space and participating in our programme of activities individuals will be making positive steps towards long-term stability. We will empower them to explore new opportunities and grow their potential through experiencing the pleasure and satisfaction of making. We will help them to unlock their practical abilities and unleash their creativity, opening the doors to an incredible range of careers.

The new space will harness the power of craft to support community engagement, celebrate diversity and build bridges. It will demonstrate how craft has the ability to enrich society, drive individual fulfilment and advance enterprise.

Will there be any elements of this project that will help you or your beneficiaries to reduce your environmental footprint?

AOC Architecture produced a detailed plan to ensure we make the minimal environmental impact possible through our designs, construction materials and choice of contractors. Our priorities are to ensure a sustainable space by minimising energy use and reducing running costs. Key to delivering these are:

-installing an exemplary sustainable conservation heating rather than a mechanical air conditioning system, making an estimated 30% saving on ongoing running costs compared to traditional models of gallery climate control. This will allow us to manage the environmental needs of display items, meet object loan requirements from other institutions and ensure visitor comfort whilst prioritising energy efficiency.

-making extensive use of re-cycled materials, specifically the innovative ?Explorer? by Smile Plastics (made from 100% recycled yogurt pots).

The project will enable delivery of the key target of our Environmental Plan: reducing our carbon footprint, taking into account any new emissions, by a further 5% by 2022.

Funding required for the project

* Subsequently Revised -
* see Appendix.

What is the total cost of the proposed activity/project?

Expenditure heading	Year 1	Year 2	Year 3	Year 4	Year 5	Total
WORKS TO EXISTING - demolitions, making good, painting façade	21,942	0	0	0	0	0
SUBSTRUCTURE - foundations	400	0	0	0	0	0
SUPERSTRUCTURE - frame, ramps and stairs, windows and doors, internal walls	58,371	0	0	0	0	0
FITTINGS, FURNISHINGS & EQUIPMENT - exhibition, reception desk, study shelves and furniture, window seat	50,000	0	0	0	0	0
SERVICES - sanitary fittings, mechanical and electrical services, AV equipment	105,721	0	0	0	0	0
EXTERNAL WORKS - forecourt, including platform lift	62,481	0	0	0	0	0
PRELIMINARIES AND FEES	180,893	0	0	0	0	0
CONTINGENCIES	68,458	0	0	0	0	0
TOTAL:	612,932	0	0	0	0	0

What income has already been raised?

Source	Year 1	Year 2	Year 3	Year 4	Year 5	Total
Grant making trusts & foundations	172,000	0	0	0	0	0
Individual donations, Inc Gift Aid	100,175	0	0	0	0	0
Crafts Council core contribution	150,000	0	0	0	0	0
	0	0	0	0	0	0
TOTAL:	422,175	0	0	0	0	0

What other funders are currently considering the proposal?

Source	Year 1	Year 2	Year 3	Year 4	Year 5	Total
Arts Council Small Capital grants	100,000	0	0	0	0	0
Heritage Lottery Fund	95,200	0	0	0	0	0
Pilgrim Trust	20,000	0	0	0	0	0
	0	0	0	0	0	0
TOTAL:	219,000	0	0	0	0	0

How much is requested from the Trust?

Expenditure heading	Year 1	Year 2	Year 3	Year 4	Year 5	Total
SUPERSTRUCTURE - frame, ramps and stairs, windows and doors, internal walls	25,645	0	0	0	0	0
FITTINGS, FURNISHINGS & EQUIPMENT - exhibition, reception desk, study shelves and furniture, window seat	3,000	0	0	0	0	0
SERVICES - sanitary fittings, mechanical and electrical services, AV equipment	6,500	0	0	0	0	0
EXTERNAL WORKS - forecourt, including platform lift	62,481	0	0	0	0	0
CONTINGENCIES - contribution	2,000	0	0	0	0	0
TOTAL:	99,626	0	0	0	0	0

This project will specifically work with other groups or communities:

How will you target the groups/communities you have identified? What is your expertise in providing services for these groups?

Are there any groups or communities you think your organisation will find hard to include through this project?

No

If yes, please specify which groups or communities? Where possible using the categories listed above.

If yes, what steps will you take to make your services accessible to and meet the needs of the groups/communities you have identified?

Declaration

I confirm that, to the best of my knowledge, all the information I have provided in this application form is correct. I fully understand that City Bridge Trust has zero tolerance towards fraud and will seek to prosecute and recover funds in every instance.

Please confirm: Yes Full Name: **Rosy Greenlees**

Role within **Chief Executive**
Organisation:

Who will benefit?

How many people will directly benefit from the grant per year?

9,000

In which Greater London borough(s) or areas of London will your beneficiaries live?

Islington

London-wide

Does this project specifically target any groups or communities?

No - open to everyone

This project will specifically work with the following age groups:

This project will specifically work with the following gender groups:

This project will specifically work with the following ethnic groups:

If Other ethnic group, please give details:

This project will specifically work with Deaf and disabled people:

No

This project will specifically work with LGBTQI groups:

No

N. Funding required

What is the total cost of the proposed activity/project?

Please list main expenditure headings and amounts.

Revised Budget + Request.

Expenditure heading	Year one £
WORKS TO EXISTING - demolitions, making good, painting façade	£43,373
SUBSTRUCTURE - Foundations	£400
SUPERSTRUCTURE - frame, ramps and stairs, windows and doors, internal	£87,745
INTERNAL FINISHES - walls, ceilings, floors	£64,666
FITTINGS, FURNISHINGS & EQUIPMENT - exhibition, reception desk, study shelves and furniture, window seat	£72,350
SERVICES - sanitary fittings, mechanical and electrical services, AV equipment	£115,721
EXTERNAL WORKS - forecourt, including platform lift	£70,061
PRELIMINARIES AND FEES	£180,893
CONTINGENCIES	£68,458
UTILITIES	£6,000
DECANT STORAGE SPACE	£20,000
PROJECT MANAGER	£18,000
Total	£747,667

How much is requested from the Trust?

Expenditure heading	Year one £
WORKS TO EXISTING - demolitions, making good, painting façade	£0
SUBSTRUCTURE - Foundations	£0
SUPERSTRUCTURE - frame, ramps and stairs, windows and doors, internal	£25,645
INTERNAL FINISHES - walls, ceilings, floors	£0
FITTINGS, FURNISHINGS & EQUIPMENT - exhibition, reception desk, study shelves and furniture, window seat	£3,000
SERVICES - sanitary fittings, mechanical and electrical services, AV equipment	£6,500
EXTERNAL WORKS - forecourt, including platform lift*	£64,855
PRELIMINARIES AND FEES	£0
CONTINGENCIES	£0
Total	£100,000
*92% of full cost of external works	

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The City Bridge Trust

Bridging Divides: Application for a grant



About your organisation

Organisation Details

Name of your organisation: CREATE London	
If your organisation is part of a larger organisation, what is its name? East London Business Alliance (Accounts)	
In which London Borough is your organisation based? Barking & Dagenham	
Contact person: Ms Charlotte Aston	Position: Development Coordinator
Website: http://www.createlondon.org	Social Media Accounts: https://twitter.com/create_london; https://www.facebook.com/createlondon.org/
What Quality Marks does your organisation currently hold?	

Legal Status

Legal status of organisation: Registered Charity			
Charity Number: 1146063	Company Number: 07586759	CIC Number:	Bencom Number:
When was your organisation established? 01/04/2008			
Alms of your organisation: <p>Create exists to explore the ways artists can contribute to the lives of people in cities. We help artists to connect closely with communities through an ambitious programme of projects. Our work is focused in east London, home to more artists and arts organisations than anywhere in Europe, and with communities living within 1%-5% of the most deprived areas of the UK.</p> <p>Our mission is to contribute to east London's ongoing regeneration by bringing about positive social change, creating jobs and skills opportunities, attracting visitors, generating inward investment and supporting sustainable urban physical, environmental and public realm projects. We achieve this by delivering ambitious projects that are shaped to respond to the specific needs of diverse communities living in the most socially and economically deprived areas of London.</p>			

Main activities of your organisation:

The White House is a public space for art and social activity in Dagenham, established in 2016. It is based in the Becontree Estate in Dagenham, an area that has experienced years of social and economic deprivation and which has had few opportunities for diverse groups of people to undertake self-development to positively change their life circumstances. TWH invites artists to live and work in the house, exploring new ways to collaborate with the local community. TWH hosts a regular programme of community-led events with and for local residents, such as arts/craft, poetry, socials, co-working, youth activities, gardening and more. We provide resources and opportunities to support Barking & Dagenham residents to shape their own cultural lives, contributing to social change within their communities.

The White House's ambitious programme is an exemplary long-term project demonstrating how art can be used as a tool to bring about long-lasting and meaningful social impact.

Your Staff & Volunteers

Full-time:	Part-time:	Trustee/Board members:	Active volunteers:
8	4	14	0
Do you have a Safeguarding policy? Yes			
Are the following people in your organisation subject to DBS checks?			
Paid Staff Yes	Volunteers Yes	Trustees / Management Committee Members Yes	

Property occupied by your organisation

Is the main property owned, leased or rented by your organisation?	If leased/rented, how long is the outstanding agreement?
Leased	23 years

Environmental Impact**What action have you taken in the past year to progress environmentally sustainability principles and practice?**

Create London is committed to implementing practices that conserve energy and resources and promote sustainability. Create recognises that as a provider of services and as an employer it has the opportunity and capability to both control and influence impact on the environment. The following order of priorities is employed for reducing environmental impact and minimising resources; Reduce, Re-use, Repair and Recycle. Consideration is given to maximising value for money and appropriate use of resources, including staff time, when seeking to minimise the effect on the environment.

We have an environmental policy in place which is reviewed quarterly by the Senior Management Team to ensure it meets current legislation and procedures.

Finance Details

Organisation Finances

	Year of most recent audited / examined accounts	Current financial year forecast	Next financial year budget
End of financial year date	31/03/2018	31/03/2019	31/03/2020
Grants & donations:	£884,005	£1,373,084	£1,173,200
Earned income:	£34,775	£18,750	£25,000
Other income:	£10,682	£16,128	£12,000
Total income:	929,462	£1,522,234	£1,479,200
Charitable activity costs:	£1,014,410	£1,307,087	£1,272,049
Cost of raising funds:	£43,902	£40,139	£42,146
Other costs:	£0	£0	£0
Total expenditure:	£1,058,312	£1,347,226	£1,314,195
Free unrestricted reserves held at year end:	£140,529	£140,000	£147,000

What is your organisation's reserves policy?

The Trustees have an ambition to continue to accumulate general reserves, currently standing at £140,529, until those reserves represent at least 6 months' worth of core operating costs and amount to circa £250,000, which is in line with Charity Commission recommendations for an organisation of this size.

Given the nature and size of the company's surpluses the Board recognise that it may take a few years more to realise this aspiration and to have a fund of around £250,000.

For your most recent financial year, what % of your income was from statutory sources?
31-40%

Organisational changes

Describe any significant organisational changes to your structure, financial position or core activities since the date of your most recent accounts.

Staff changes at the White House include a permanent Engagement Coordinator, who will develop/deliver a new engagement strategy to develop new partnerships and widen participation, a permanent Curator to project manage/produce the 3-year programme, ensuring outputs and outcomes are delivered within budget and timeframe; a live-in Caretaker, and Evaluator to develop and implement robust monitoring framework.

Grant Request

Which of the Trust's programmes and priority areas will your application deliver? Connecting the Capital/Growing, greening and environmental projects				
Which of the programme outcome(s) does your application aim to achieve?				
Please describe the purpose of your funding request in one sentence. The White House Garden will provide a bespoke community-led engagement and skills-development programme, increasing the amount of publicly-accessible green space resulting in a robust governance model to ensure future sustainability.				
When will the funding be required? 01/05/2019				
Is this request to continue work that is currently funded or has been funded in the last year by: City Bridge Trust? Another funder? (If so which) Yes				
How much funding are you requesting?				
Year 1: £21,000	Year 2: £21,000	Year 3: £21,000	Year 4: £0	Year 5: £0
Total Requested: £63,000				

What 3 main differences or outcomes do you want to achieve through your funding proposal?

- | |
|--|
| <p>Develop community-led green space and sustainable governance model:</p> <ul style="list-style-type: none"> - 70% of participants identifying contribution to improve local area through garden activities, increasing resident's sense of local pride and care/ownership of local environment. - 80% of participants identifying new skills and increased confidence through activities and involvement in decision-making processes. |
| <p>Develop stronger and more cohesive community through increasing civic participation:</p> <ul style="list-style-type: none"> - 50% increase in participants engaging with garden activities with 70% of participants identifying a sense of pride in their achievement. - Strengthen and diversify community networks, working with 5-10 diverse community groups and 10-15 community partners to embed activity. |
| <p>Increase access to 'green' volunteer opportunities in LBBD:</p> <ul style="list-style-type: none"> - 70% of participants identifying activity has positively contributed to health & wellbeing through increased physical, social and recreational activities. - 60% of participants engaging in activities have faced barriers to accessing other opportunities due to health, mobility and socio-economic background. |

What are the main activities or outputs you will deliver to achieve these differences?

Generate sustainable community-led governance model for garden:

- 36x meetings with Core Friends group to develop decision-making processes, roles & responsibilities, increasing membership from 20 to 50 residents
- Work with 10-15 community partners to embed garden into boroughwide strategies, developing supportive network
- Produce/disseminate x300 garden manuals with participants

Widen and deepen community engagement, increasing civic participation and community development:

- 24x bespoke workshops for 5-10 identified target groups (BAME, disability, learning difficulties, mental health groups)
- 50% engagement increase through 144x gardening sessions; 36x workshops; 6x open days
- 80% of participants identifying new skills supporting professional/personal development

Develop front garden, increasing publicly accessible green space by 31%:

- 36x Core Garden Group meetings to co-design/produce front garden
- Grow gardening club from 100 to 250 participants
- 144x drop-in sessions
- 36x skills development/educational garden workshops
- Increase public engagement in garden from 200 to 400 participants

You and your grant request

What, specifically, are you applying for (your project)?

Over a 2-year period we have developed a publicly accessible community garden at The White House (TWH); accompanied by horticultural training for residents; developed a gardening group who co-designed/produced the garden; and established a network of experts to teach new growing methods. Having completed the R&D and build phases, we now seek continuation funding to activate the full potential of the space, increasing the garden's outputs and reaching a wider participant demographic.

We have identified the need to continue this project by developing a programme of events aimed at attracting a more diverse demographic to the garden through targeted programming; using growing/harvesting activities to promote awareness of social, political and ecological issues; to generate a robust and sustainable method of community governance, safeguarding the future of the garden; and complete the development of the front garden of TWH, embedding a resilient green resource within the heart of the community.

How will the project described achieve your stated outcomes?

- Core garden group and garden consultant will co-design/produce front garden to increase public green space, act as gateway to back garden; increasing accessibility and local engagement opportunities.
- Increase and diversify Core garden group membership, creating pathways for target groups to join encouraging continued engagement.
- Support establishment of governance model, roles, decision-making processes to futureproof garden.
- Co-produce garden manual to support skills exchange.
- Develop supportive network of local groups, partners and residents to strengthen community cohesion and build stronger communities.
- Deliver regular skills development workshops for participants to develop skills to govern/maintain garden.
- Widen and diversify garden participation through working with target groups/partners to deliver bespoke educational engagement programmes.
- Garden Consultant and participants to co-develop regular educational sessions (open access and targeted) exploring social and ecological issues within the local and global context; contributing towards physical and mental health, and greening initiatives.

How do you know there's a need for this work?

London Borough of Barking & Dagenham is ranked 9th within England on deprivation Indices, placing it in the top 3% most deprived authorities in England (Source:IMD 2015).

Kings Fund Report (2016) highlights physical and mental health benefits for those living in areas with accessible green spaces, with significantly less income-related health inequality, weakening the effect of deprivation on health (Mitchell&Popham 2008).

Valence Ward has significantly lower percentage (11.8%) of open green space compared with LBBD (33.7%) and London (39%) as a whole.

Conversely LBBD is undergoing major transformation to the built and green environment, making it a more desirable place to live/work by 2030, the completion of the garden is an initiative LBBD fully supports.

Through ongoing community consultation and evaluation, we have identified need to widen and diversify access to gardening activities. Identifying a lack of specialist support, capacity, and accessible outdoor activity and green space in LBBD.

How will the work be delivered - specifically, what will you do?

- Appoint Garden Consultant to develop and implement engagement programme and outreach, with Engagement coordinator
- Embed activities across borough, working with identified partners to cross-pollinate programmes, building supportive network
- Monthly Core Garden Group meetings to co-develop, design and manage delivery of Front garden with gardening consultant
- Weekly sessions for wider gardening club of self-led garden activity
- Co-design/deliver bespoke monthly workshops exploring wider societal issues engaging target groups facing barriers (BAME, disability, learning difficulties, mental health groups)
- Monthly meetings with Core Garden Group to develop community-led governance model for TWH garden, decision-making processes and exit strategy for consultant-led workshops
- Deliver exit strategy, ensuring target participants/groups engage with weekly gardening club and monthly skills development workshops to move towards community-led workshop model
- Appoint publication designer to co-design/disseminate publication with wider gardening group
- Governance model led by Core Garden Group in place ensuring garden sustainability

Why are you the right organisation to do this work?

The White House is embedded within the Becontree estate, delivering a respected and ambitious community-focused programme in collaboration with residents. We have been working in LBBB for over six years and have long-standing relationships with the local community and local organisations. We work with LBBB Council on their long-term cultural plans and they have emphasised their desire to establish a long-term purpose for The White House by providing a 25-year lease agreement for the House and garden, working in partnership to deliver joint ambitions in the borough, including green initiatives to deliver environmental impact on micro and macro-scale across the borough.

The initial 2-year development phase enabled us to develop a dedicated gardening group of residents and extensive network of urban farmers, permaculturists, horticulturists, local growers and green initiatives. We will collaborate to deliver environmental impact projects to support place-making and local regeneration, developing strategies for reducing carbon footprint.

How does your work complement and not duplicate other services within your area?

Although there exist a number of volunteer gardening opportunities in the borough we will tailor our activities to target specific groups that are not currently catered for by developing bespoke programmes for BAME communities, disability and mental health groups, and socially isolated groups facing disadvantage.

We will work with garden consultant to deepen the quality of engagement and use the garden as a vessel to deliver activity that challenges attitudes and perceptions towards broader societal issues, expanding the type of voluntary activity on offer in the borough, developing a model for hands-on learning to aid community cohesion.

We will work with local partners, Growing Communities, Dagenham Farm, Park Rangers, Valance House Museum, Participatory City, Healthy Lifestyle Team (LBBB), TFL Farmstore, Company Drinks and Keep It Complex to ensure activity across the borough complements and informs each other, working towards borough-wide strategies to deliver environmental impact and high-quality volunteering opportunities.

How will you ensure that your project will hear and represent the views and needs of disadvantaged people and/or diverse communities?

The Core Garden Group will be made up entirely of local residents who will advise and take a lead on strategic direction, sustainability, community development and maintenance. We will ensure the core group is representative of the borough, inviting participants from our targeted engagement programme (targeting BAME, Disabled, learning difficulties, Mental Health groups) to take on decision-making roles.

We will provide opportunities for people who experience inequality or disadvantage through targeted engagement and co-designed bespoke programmes addressing need. With all activity developed in collaboration with the community it is for, ensuring relevance and ownership over the garden programme, supporting greater wellbeing and independence.

We will deliver a variety of activities; community garden open days, weekly drop-in gardening club, monthly skills development workshops, bespoke workshops for participants with specific needs and the Core Garden Group, offering progression routes to all participants to be represented in decision-making processes within their community.

How does your project engage and empower individuals and/or communities to come together on this issue? Will you be working with people who are particularly excluded?

The programme will be co-developed and delivered in collaboration with the community, working with individuals/groups from LBBB who face barriers to accessing volunteer opportunity in their community. Devising bespoke programme with target groups responding to specific need; Green Shoes Arts (mental health group); Ab Phab (young people with disabilities); LBBB Youth Offending Service; Anaya Asian Women's Group (socially isolated mothers/families); Community Health Champions (healthy lifestyles with South Asian and Black African communities); Relish (adults with learning difficulties); Jacksons Cafe (adults with disabilities).

Our engagement strategy will enable various groups and individuals to come together, regardless of difference, promoting an inclusive approach to increase community cohesion and civic participation. Using the garden as a resource to directly explore and challenge attitudes towards social, ecological and political issues affecting our local and global communities; supporting residents to better understand themselves and each other, creating a safe space to share knowledge and experiences.

Is the focus of your project meeting an already identifiable need (acute or otherwise) or are there elements which are preventative and/or incorporate early action?

N/A

Who might you need to work closely with in delivering this project - whether before, during or afterwards?

TWH Engagement Coordinator; deliver engagement strategy, develop new partnerships, attract new groups and widening participation.

-Garden Consultant; work with participants to co-develop and lead skills workshops engaging with local/global issues through garden. Work with Core Friends to co-develop/deliver Front garden, increasing TWH garden.

-TWH Curator; project manage 3-year programme, ensuring outputs/outcomes are delivered within budget and timeframe.

-TWH evaluator; collect qualitative/quantitative data to measure outcomes/impact, using garden as a case study for community development.

-Core Garden Group; smaller group of core decision-makers advising on programming, development and community integration to lead community-led model forward.

-Wider gardening club; participants engaging in weekly drop-in garden sessions. Will be trained-up to provide ongoing garden support for exit strategy.

-Target groups; we have approached groups to research and evidence need, programme will be co-designed with groups.

-Network; work with network of local partners, LBBD, environmental initiatives, and horticulturalists to embed and advise on activity.

Our aim as a funder is to help people move positively between any of the four stages of Surviving, Coping, Adapting and Thriving. For your project at which of these stages will most people begin their journey?

The target groups are at various staging of coping and adapting, we aim to move positively between mid-term effects of engagement and long-term impact of the gardening group, supporting health and wellbeing outcomes.

We will work with group facilitators to identify long-term benefits of the project, developing a progression plan. TWH staff will facilitate sessions to support individuals from different groups to interact and share skills, developing friendships and cohesion amongst groups, increasing continued investment in the project.

We will provide opportunities for accessing different types of support, bringing together different groups to generate a supportive network, working with local Residents? Focus Point to signpost to local support services if more statutory support is required.

TWH evaluator will measure impact on personal and community development. The evaluator will conduct baseline, mid-point and final interviews with key participants to track journey between the four stages and measure impact

Will there be any elements of this project that will help you or your beneficiaries to reduce your environmental footprint?

We will increase the amount of public green space and trees in the borough, helping reducing carbon levels and air pollution in the urban environment.

-We will work with permaculture expert to develop a sustainable ecosystem and increase biodiversity in the garden, supporting residents to develop these practices at home.

-We will increase green/eco-friendly initiatives amongst residents by hosting workshops and training, raising awareness on environmental impact, climate change and permaculture. Supporting residents to develop strategies to reduce household and individual carbon footprint through gardening practices such as composting, waste reduction and reuse schemes, increasing plant life/biodiversity, growing food and promoting local produce. 60% of residents will identify new learning/practical skills on environmental issues through garden activities.

-We will work closely with LBBD to feed into borough wide environmental policy and strategies including; Delivering Low Carbon Borough, Climate Change Awareness and Green Champions.

Funding required for the project

What is the total cost of the proposed activity/project?

Expenditure heading	Year 1	Year 2	Year 3	Year 4	Year 5	Total
Front Garden (inc. planting, landscaping, gardening tools/equipment, signage, furniture)	5,000	6,000	0	0	0	0
Engagement (inc. Volunteer training (@£130 x12 sessions p.a.); Volunteer expenses (travel/subsistence) (@£50 per month); Outreach/Hospitality (@£300 per quarter); Garden materials/ingredlents (@£50 per month); Workshop expenses (@£50 x 12 sessions p.a.)	4,560	4,560	4,560	0	0	0
Communications (inc. marketing materials, events, publication designer fees, printing, distribution)	700	700	6,700	0	0	0
Project Management (Inc. Engagement Coordinator (@equivalent of £24K pro rata); Garden Researcher/Consultant; WH Curator (@equivalent of £30K pro rata); WH evaluator	32,280	31,280	26,280	0	0	0
Contingency	1,100	1,100	1,100	0	0	0
TOTAL:	43,640	43,640	38,640	0	0	0

What income has already been raised?

Source	Year 1	Year 2	Year 3	Year 4	Year 5	Total
City Bridge Trust (pending)	21,000	21,000	21,000	0	0	0
Create core (confirmed through ACE NPO funding; towards salary costs)	17,640	17,640	17,640	0	0	0
Paul Hamlyn Foundation (confirmed towards Evaluator costs)	5,000	5,000	0	0	0	0
TOTAL:	43,640	43,640	38,640	0	0	0

What other funders are currently considering the proposal?

Source	Year 1	Year 2	Year 3	Year 4	Year 5	Total
	0	0	0			0
TOTAL:	0	0	0	0	0	0

How much is requested from the Trust?

Expenditure heading	Year 1	Year 2	Year 3	Year 4	Year 5	Total
Front Garden	5,000	6,000	0	0	0	0
Engagement programme	4,560	4,560	4,560	0	0	0
Communications	700	700	6,700	0	0	0
Project management	9,640	8,640	8,640	0	0	0
Contingency	1,100	1,100	1,100	0	0	0
TOTAL:	21,000	21,000	21,000	0	0	0

Who will benefit?

How many people will directly benefit from the grant per year?

700

In which Greater London borough(s) or areas of London will your beneficiaries live?

Barking & Dagenham

Does this project specifically target any groups or communities?

Yes - please enter details below

This project will specifically work with the following age groups:

0-15/16-24/25-44/45-64/65-74/75 and over

This project will specifically work with the following gender groups:

Male

Female

Transgender or other gender identity

This project will specifically work with the following ethnic groups:

Asian/ Asian British (including Indian; Pakistani; Bangladeshi; Chinese; Any other Asian background)

Black/ African/ Caribbean/ Black British (including African; Caribbean; Any other Black/ African/ Caribbean background)

Mixed / Multiple ethnic groups

White (including English/ Welsh/ Scottish/ Northern Irish/ British; Irish; Any other White background)

If Other ethnic group, please give details:

This project will specifically work with Deaf and disabled people:

Yes

This project will specifically work with LGBTQI groups:

No

This project will specifically work with other groups or communities:
In addition to those listed above we will also work with socially isolated groups facing disadvantage.

How will you target the groups/communities you have identified? What is your expertise in providing services for these groups?

Our staff are trained (DBS/NSPCC) in supporting adults/young people with moderate-severe learning disabilities, physical disabilities and mental health needs; regularly supporting hard to reach communities and groups with specific needs.

Are there any groups or communities you think your organisation will find hard to include through this project?

Yes - please specify

If yes, please specify which groups or communities? Where possible using the categories listed above.

We acknowledge that we cannot reach all groups and communities in such a diverse area as Dagenham.

If yes, what steps will you take to make your services accessible to and meet the needs of the groups/communities you have identified?

We will utilise our strong LBBD networks, sharing opportunities through partner networks to reach new/diverse participants. Gardening Group members will be ambassadors, advocating within their communities.

Declaration

I confirm that, to the best of my knowledge, all the information I have provided in this application form is correct. I fully understand that City Bridge Trust has zero tolerance towards fraud and will seek to prosecute and recover funds in every instance.

Please confirm: Yes Full Name: **Charlotte Aston**

Role within **Development Coordinator**
Organisation:

The City Bridge Trust

Bridging Divides: Application for a grant



About your organisation

Organisation Details

Name of your organisation: Headway East London	
If your organisation is part of a larger organisation, what is its name?	
In which London Borough is your organisation based? Hackney	
Contact person: Mr Ben Mills	Position: Director of Development
Website: http://www.headwayeastlondon.org	Social Media Accounts:
What Quality Marks does your organisation currently hold?	

Legal Status

Legal status of organisation: Registered Charity			
Charity Number: 1083910	Company Number: 3998925	CIC Number:	Bencom Number:
When was your organisation established? 19/02/1997			
Aims of your organisation: <p>Our Mission is to support people affected by brain injury. Our Vision is building a society where people with brain injury are valued, respected and able to fulfil their potential to lead full, active lives. Under these broad umbrellas, we have established a set of services that offer support from the earliest stages (while survivors are still in hospital) and over the long term (because brain injury is a long-term condition and there is a lack of alternative support). Beyond the provision of support, we aim to demonstrate the immense value represented by people with brain injuries and disabled people in general. Through our cultural and occupational projects we aim to find opportunities for our members to demonstrate their skills, wisdom and talent, and to challenge the stigma attached to neurological disability. We aim to show brain injury as a culturally and socially valuable experience - a source of learning and creativity with implications for our understanding of human nature.</p>			

Main activities of your organisation:

We currently run a community centre at our headquarters in Hackney which hosts c.150 brain injury survivors every week with an emphasis on supporting engagement with cultural, creative and community-building projects. These include our art studio (Submit to Love Studios), our kitchen (Headway Eats), and our life stories project (Who Are You Now?) and music projects. As part of the day service we offer a range of optional therapies as well as advice and advocacy provided on a one-to-one basis by our Coordinator team. Our Case Work Team supports a further c.500 people per year who are not members of the Day Service through our Lottery-funded early Intervention programme at local hospitals and in the wider community. Our Support Work Service is available to people who need support in their homes, both those who are members of our Day Service and those who aren't.

Your Staff & Volunteers

Full-time:	Part-time:	Trustee/Board members:	Active volunteers:
19	21	12	47
Do you have a Safeguarding policy? Yes			
Are the following people in your organisation subject to DBS checks?			
Paid Staff Yes	Volunteers Yes	Trustees / Management Committee Members No	

Property occupied by your organisation

Is the main property owned, leased or rented by your organisation?	If leased/rented, how long is the outstanding agreement?
Leased	2028

Environmental Impact**What action have you taken in the past year to progress environmentally sustainability principles and practice?**

Our centre kitchen uses surplus supermarket ingredients supplied by Fare Share that would otherwise go to waste. Cooking for everyone in-house reduces carbon footprint by eliminating additional deliveries. All of our staff use public transport and many of them cycle to work. Our clients either use public transport or group transport from a local provider. We re-use equipment and furniture routinely, and find responsible ways of disposing of unwanted items wherever possible (our area is well served by second-hand shops). We understand that one of the most effective ways to address carbon emissions is to inquire after divestment possibilities with our pensions provider. We use stakeholder pensions with the option of ethical investments but since our policy provider was bought-out last year we will be inquiring about any changes to their approach. We bank with Unity Trust and the Charity Bank, both self-described ethical providers.

Finance Details

Organisation Finances

	Year of most recent audited / examined accounts	Current financial year forecast	Next financial year budget
End of financial year date	31/03/2018	31/03/2019	
Grants & donations:	£502,893	£368,536	£0
Earned income:	£1,370,317	£1,438,698	£0
Other income:	£31,967	£0	£0
Total income:	1,905,177	£1,832,234	£0
Charitable activity costs:	£1,679,174	£1,862,316	£0
Cost of raising funds:	£51,095	£51,169	£0
Other costs:	£0	£0	£0
Total expenditure:	£1,730,269	£1,913,485	£0
Free unrestricted reserves held at year end:	£594,252	£546,919	£0

What is your organisation's reserves policy?

The trustees' policy is to maintain unrestricted reserves at a level that allows for:

- Efficient management
- A buffer for interrupted services
- Possible future relocation
- Service development
- Winding-up costs in the event of significant loss of income/increases in costs.

The charity's approach in the event of significant income reduction/cost escalation would be to continue to provide a service to as many people as possible by modifying services in a planned way to meet the new situation, while at the same time seeking alternative funding.

For your most recent financial year, what % of your income was from statutory sources?

71-80%

Organisational changes

Describe any significant organisational changes to your structure, financial position or core activities since the date of your most recent accounts.

We have recruited a new Chair of our Board of Trustees.

Grant Request

Which of the Trust's programmes and priority areas will your application deliver? Connecting the Capital/Arts, sports, health and/or well-being projects for disabled people				
Which of the programme outcome(s) does your application aim to achieve? Please describe the purpose of your funding request in one sentence. To continue the ground-breaking work of Headway's art studios, Submit to Love Studios for a further two years.				
When will the funding be required? 01/04/2019				
Is this request to continue work that is currently funded or has been funded in the last year by: City Bridge Trust? Another funder? (if so which) Yes				
How much funding are you requesting?				
Year 1: £58,571	Year 2: £60,579	Year 3: £0	Year 4: £0	Year 5: £0
Total Requested: £119,151				

What 3 main differences or outcomes do you want to achieve through your funding proposal?

- | |
|---|
| Increased wellbeing (self-esteem and mood) for 70 artists: evidenced by self-report in questionnaires and interviews; also demonstrated by participation in the studio, expansion of individual portfolios, public speaking. (Reducing Inequalities). |
| Increased exposure and professional development for 70 artists: 60 artists will be exhibited at public venues in London; 4 artists will hold residencies at partner studios; 10 artists will be featured in the national press and/or industry publications; sales revenue will total £30k over 2 years. (Enabling voice and representation). |
| Increased public awareness: 8,000 people will see work by the artists online, in print, on merchandise or at gallery exhibits. Members of the public will report increased understanding of disability, brain injury and the contribution of artists with disabilities. (Enabling voice and representation). |

What are the main activities or outputs you will deliver to achieve these differences?

- | |
|---|
| Art making: 70 people with brain injuries will access the art studio every week; 40 will attend at least one full day every fortnight; the programme will include painting, drawing, sculpture, print making, rug making, ceramics, textiles, poetry and writing, and a range of outings to art galleries and museums. |
| Professional development: 6 artists will take part in professional development workshops at Autograph ABP gallery; 2 will hold residencies at Could Be Good studio in Deptford; 4 artists from mainstream backgrounds will run workshops at Submit To Love Studios, introducing new techniques and supporting skill development. |
| Exhibitions and public engagement: 12 artists will be exhibited/run public workshops at Hart Club, the Barbican, South Bank Centre or Wellcome Collection; 15 will feature in our arts magazine, Matter; 30 will be featured in It's Nice That magazine or other industry publications; 10 will have work developed into merchandise. |

You and your grant request

What, specifically, are you applying for (your project)?

We are requesting £119,151 To extend the support offered by CBT to our art studio, Submit To Love for a further two years. The requested funds include contributions to the salaries and fees of:

- The staff and volunteers who support the artists in the studio
- The Director of Development who oversees the project
- The Communications Manager and the Communications and Fundraising Assistant who help to promote the work
- Our new Public Engagement Officer whose focus will be on finding new audiences and establishing relationships with new organisational partners
- Designers and consultants who will help us with develop new merchandise

The funding would allow us to extend the benefits of this project and consolidate its impact on beneficiaries, with an emphasis on increased exposure for the artists, enhanced collaboration with partner organisations and more ambitious public engagement.

How will the project described achieve your stated outcomes?

This project supports BI survivors to rebuild wellbeing through practical, creative, community-embedded activity. It links quality of life with identity, confidence, friendship, and creative occupation (an approach supported by extensive research e.g. Steadman-Pare et al, 2001; Fergus et al, 2008; Ylvisaker et al, 2008; Gracey & Ownsworth, 2008; Levack, 2014; and by our own surveys in 2016 and 2018). The project also directly empowers its participants by giving them the opportunity to adopt roles, build capacity as professionals, and establish new streams of income ? all contributors to wellbeing. Finally, the project places the artists at the centre of HEL's communications and development strategy, aligning wider goals with their talents and ambitions ? an approach that has helped secure a wide audience during the first three years of CBT funding.

How do you know there's a need for this work?

BI survivors need to be engaged in communities where their wellbeing is secured and their vulnerability and exclusion are mitigated. 20% of HEL clients live in isolation due to family breakdown; 68% present with social and financial problems (homelessness, debt, victimisation); 100% are long-term unemployed. Given the high rates of social stigma attached to BI (Ralph and Derbyshire, Brain Injury, 2013), the hostile political narrative about disability and the fact that disabled people represent just 2% of the arts workforce (Arts Council 2015), there is an urgent need for projects that challenge negative public perceptions and remove barriers to the arts. There is also a political need for more projects using an inclusive arts approach because they can ??help us to re-vision how we see the world, how we value people and what we understand as intelligence? (Fox and McPherson 2015).

How will the work be delivered - specifically, what will you do?

We will continue to open the art studio every weekday with support from three existing staff members and a team of volunteers. We will undertake a number of projects, supported by existing staff, that further the original funded activity:

- A merchandise development project (Involving external designers)
- A promotions project with a series of articles in a popular arts magazine (supported by Communications Staff)
- Exhibitions with large gallery partners

Our new Public Engagement Officer will offer additional facilitation and support where existing studio staff cannot, connecting beneficiaries with new audiences and supporting them to take up more opportunities outside the studio:

- A sequence of professional development workshops
- Individual artist residencies at partner studios

We will approach our Institutional contacts about promoting, selling and exhibiting work ? including the Wellcome Collection, the South Bank Centre, and the Barbican.

Why are you the right organisation to do this work?

We have a 20-year track record supporting people with brain injuries to rebuild their identities through occupation. 100% of HEL's art studio participants say it improves their mood and 91% say it improves their confidence (2016 survey), two factors strongly associated with good outcome after BI (Whitnall et al 2006; McMillan et al 2014). In a broader survey of our clients, 94% say that Headway helps them do something they are good at, and 39% spontaneously name art as the thing they are good at. We also have established contacts in the art world including Autograph ABP gallery, Hart Club Gallery, Could Be Good Studio and It's Nice That Magazine, all of whom have agreed to partner with us on the project. Our greatest asset is our community of artists who nurture, enhance and communicate the culture of creativity and collaboration that is at the heart of the studio's success.

How does your work complement and not duplicate other services within your area?

The other Headway group that does exist in our catchment does not offer regular hours, a dedicated venue or a consistent art programme. Aside from this one other small non-profit group, there are no other organisations offering long-term, holistic support to the brain injury client group in inner London. We place an emphasis on being accessible to people with traumatic brain injuries (as well as e.g. stroke), a group known to be typically harder to reach and accommodate. We have also shown success in attracting and retaining younger clients ? again, usually harder to reach. This makes our service unique not only in its offer but in its success in reflecting the diversity of the population of brain injury survivors in the community.

How will you ensure that your project will hear and represent the views and needs of disadvantaged people and/or diverse communities?

As a visual arts project, the studio creates a range of accessible channels for self-expression and is inclusive of people with a great variety of support needs, including those with no verbal communication and very limited movement. It is also culturally inclusive, with artists from ethnic, social and economic backgrounds that reflect the diversity of the boroughs in our catchment. We are committed to our coproduction practice, incorporating beneficiaries into all aspects of the organisation and treating them as partners in its progress. Our monthly creative planning meetings include staff, volunteers and artists and our new Public Engagement Officer supports the artists to take a central role in our development strategy, seeking opportunities for them to exhibit and speak publicly about their work with wide audiences and at high-profile venues.

How does your project engage and empower individuals and/or communities to come together on this issue? Will you be working with people who are particularly excluded?

Survivors of brain injuries are among the most disadvantaged people in the community ? with a high incidence of secondary mental and physical illness and a significant rate of social and economic exclusion. Over 60% of our clients come to us at referral in the midst of social or economic crisis (e.g. homelessness, debt, family break-down) and 100% are excluded from formal employment in the long term. Six of the boroughs in our catchment are in the lowest 33% nationwide for adult engagement in the arts (Arts Council, 2016). Through our partnership with Hart Club and others, we also hope to promote greater collaboration between our own studio and other studios supporting disabled artists in London ? something we feel could be of huge value in the promotion of the rights, talents and needs of people with disabilities.

Is the focus of your project meeting an already identifiable need (acute or otherwise) or are there elements which are preventative and/or incorporate early action?

This project is lowering barriers to participation in arts and culture, helping survivors develop new roles and positive identities, and embedding them in a supportive community, all of which help to prevent the development of secondary mental and physical health problems. It has been developed from a view of BI survivors as whole people, rejecting the idea that their problems can be solved through time-limited treatments and focussing instead on sustainable, real-life, practical transformations. The project helps to lessen the impact of already-identified challenges, helping BI survivors recover from anxiety and depression and gain hope for the future.

Who might you need to work closely with in delivering this project - whether before, during or afterwards?

The project will rely on a number of partnerships for its success:

- The professional development workshops with Autograph ABP and the artists residencies at Could Be Good will help artists build capacity
- Hart Club and Could Be Good will help develop and sell merchandise that will promote the studio and raise income
- It's Nice That Magazine will provide coverage and exposure

We also plan to maintain and build upon our relations with large cultural partners. We have committed to running the public workshop at the Barbican Gallery's Public View evening in January 2019 (an evening showing of the current Modern Couples exhibit) and hope to develop further collaborations with the Gallery. We are in contact with a curator at the Wellcome Collection who has said they would like to feature at least one of our artists at an exhibition planned for 2020.

Our aim as a funder is to help people move positively between any of the four stages of Surviving, Coping, Adapting and Thriving. For your project at which of these stages will most people begin their journey?

The majority of the artists working in the studio are somewhere between the stages of Coping, Adapting and Thriving, using their creative work as the driver of transition between these stages. Some are engaged in the work primarily as a form of therapy, helping to improve mood and reduce anxiety, and to help stabilise an otherwise chaotic and disrupted sense of self. Others are practicing art with an audience in mind: building followings and starting to earn supplementary income from the sale of their work. For a large proportion, their motives combine the therapeutic (Coping) and the occupational (Adapting/thriving).

Will there be any elements of this project that will help you or your beneficiaries to reduce your environmental footprint?

The art studio has a policy of recycling and reusing materials. A majority of our art is made using waste card and paper from a local framer and print shop. When we can't use donated material, we find responsible ways of disposing of it ? e.g. this year we passed on a donation of 2 pallets of unsuitable art equipment to a organisation that distributed it to schools in Ghana. This year we also collaborated with Cell Projects on an artwork made entirely out of litter collected from the local area. The lunches eaten by the artists every day are cooked by our kitchen project using surplus supermarket food distributed by Fare Share. We intend to ask the transport company that brings our clients to the centre for their emissions-reduction strategy ? an area where significant carbon savings could be made.

Funding required for the project

What is the total cost of the proposed activity/project?

Expenditure heading	Year 1	Year 2	Year 3	Year 4	Year 5	Total
Studio manager salary (4 days/week)	31,226	32,369	0	0	0	63,595
Studio coordinator salary (21 hrs/week)	17,608	18,255	0	0	0	35,863
Studio coordinator salary (28 hrs/week)	18,023	18,693	0	0	0	36,716
Merchandise designer (8 days at £250/day)	2,000	2,000	0	0	0	4,000
Project management (10% of Director of Development salary)	2,479	2,557	0	0	0	5,036
Public Engagement and Marketing costs (inc salaries)	18,935	19,576	0	0	0	38,510
Visiting artists residencies and workshops	2,400	2,400	0	0	0	4,800
Website, IT, art materials and exhibitions	14,000	14,000	0	0	0	28,000
Premises rental costs	17,500	17,500	0	0	0	35,000
TOTAL:	124,171	127,349	0	0	0	251,520

What income has already been raised?

Source	Year 1	Year 2	Year 3	Year 4	Year 5	Total
Art sales and workshop fees	18,000	20,000	0	0	0	0
Worshipful Company of Art Scholars	3,000	3,000	0	0	0	0
TOTAL:	21,000	23,000	0	0	0	0

What other funders are currently considering the proposal?

Source	Year 1	Year 2	Year 3	Year 4	Year 5	Total
Network Rail Charitable Trust	7,913	0	0			7,913
Green Hall Foundation	4,700	4,700	0			9,400
TOTAL:	0	0	0	0	0	0

How much is requested from the Trust?

Expenditure heading	Year 1	Year 2	Year 3	Year 4	Year 5	Total
Studio Manager (3 days/week)	23,419	24,277	0	0	0	47,696
Studio Coordinator (2 days/week)	11,739	12,170	0	0	0	23,909
Director of Development (10% salary)	2,479	2,557	0	0	0	5,036
Communications Manager (10% salary)	3,155	3,254	0	0	0	6,409
Communications Assistant (20% salary)	4,506	4,673	0	0	0	9,179
Public Engagement Officer (30% salary)	10,274	10,649	0	0	0	20,922
Public engagement and marketing materials	1,000	1,000	0	0	0	2,000
Merchandise designer fees	2,000	2,000	0	0	0	4,000
TOTAL:	58,571	60,579	0	0	0	119,151

Who will benefit?

How many people will directly benefit from the grant per year? 90
In which Greater London borough(s) or areas of London will your beneficiaries live? London-wide

Does this project specifically target any groups or communities? Yes - please enter details below
This project will specifically work with the following age groups: 16-24/25-44/45-64/65-74/75 and over
This project will specifically work with the following gender groups:
This project will specifically work with the following ethnic groups: Mixed / Multiple ethnic groups
If Other ethnic group, please give details:
This project will specifically work with Deaf and disabled people: Yes
This project will specifically work with LGBTQI groups: No

This project will specifically work with other groups or communities:

How will you target the groups/communities you have identified? What is your expertise in providing services for these groups?

We have a 20 year track record of working closely with survivors of brain injury and strong links with statutory referrers.

Are there any groups or communities you think your organisation will find hard to include through this project?

Yes - please specify

If yes, please specify which groups or communities? Where possible using the categories listed above.

LGBTQIA. We have recently committed ourselves to examining and improving our accessibility to this group who are affected by discrimination on the basis of gender and/or sexuality. We know anecdotally that some of the cultural norms of our wider client group make our community less inclusive for LGBTQIA people.

If yes, what steps will you take to make your services accessible to and meet the needs of the groups/communities you have identified?

We are at the beginning of planning a range of interventions to safely open dialogue and promote an LGBTQIA+ culture. We would happily update CBT when we have made more progress on this!

Declaration

I confirm that, to the best of my knowledge, all the information I have provided in this application form is correct. I fully understand that City Bridge Trust has zero tolerance towards fraud and will seek to prosecute and recover funds in every instance.

Please confirm: Yes Full Name: **Ben Mills**

Role withIn **Director of Development**
Organisation:

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The City Bridge Trust

Bridging Divides: Application for a grant



About your organisation

Organisation Details

Name of your organisation: Irish Elderly Advice Network	
If your organisation is part of a larger organisation, what is its name? Irish Elderly Advice Network	
In which London Borough is your organisation based? Camden	
Contact person: Ms Nora Mulready	Position: Head of Culture and Finance
Website: http://Irish Elders Culture Office, part of the Irish Elderly Advice Network	Social Media Accounts: @Irishelderlyadv and https://www.facebook.com/Irish-Elderly-Advice-Network-250720301649445/
What Quality Marks does your organisation currently hold? We are in process of applying for PQASSO	

Legal Status

Legal status of organisation: Registered Charity			
Charity Number: 1115711	Company Number:	CIC Number:	Bencom Number:
When was your organisation established? 01/03/1993			
Aims of your organisation: The Irish Elderly Advice Network objectives are to combat poverty, isolation and distress among elderly Irish people living in London, and to deliver lifelong educational, cultural and heritage opportunities for them. We do this in two ways: Culture and Welfare. Our Cultural work aims to tackle isolation, and enable older people to stay active - mentally and physically - in their older years. Our work gives older people opportunities to participate in the performing arts including choirs, music, theatre, poetry, and literature. Older people are both the performers, and the audience. We support the development of older people's networks around London, tackling isolation using community and culture. Welfare: Our welfare work seeks to access funding, benefits, including disability benefits, and grants for older people, maximising incomes to ensure they live independent, empowered lives. Our Housing Service aims to tackle housing poverty, disrepair and ensure older people can live their later part of their life in comfort, dignity and security.			

Main activities of your organisation:

Culture: We facilitate the participation in, and celebration of, Irish culture to enrich lives of older Irish people in London, tackling isolation and maintaining good physical and mental health. ? The Irish Pensioners? choir, mostly widows and widowers, with a variety of mental and physical health difficulties, gaining strength through singing, learning new songs, harmonies, performance, confidence and friendship. ? Irish Elders Theatre, older people keeping active and invigorated through drama. We produce our own original scripts based on the lives of the older people involved. ? London-wide tour of community venues, bringing Irish arts, theatre and music, performed by older Irish people, to older Irish - and the wider diverse communities of London - across the city. ? Poetry and literary projects ? e.g. last year we recorded a CD of classic Irish poetry, chosen and recited by older Irish people, including a recitation by the Irish Ambassador to Britain. Ongoing cultural events.

Welfare: Advice, advocacy, outreach across London.

Your Staff & Volunteers

Full-time:	Part-time:	Trustee/Board members:	Active volunteers:
1	3	13	20
Do you have a Safeguarding policy? Yes			
Are the following people in your organisation subject to DBS checks?			
Paid Staff Yes	Volunteers Yes	Trustees / Management Committee Members Yes	

Property occupied by your organisation

Is the main property owned, leased or rented by your organisation?	If leased/rented, how long is the outstanding agreement?
Rented	10 years, renewed yearly

Environmental Impact**What action have you taken in the past year to progress environmentally sustainability principles and practice?**

We have made a huge effort to progress environmental sustainable principles in the last year. This has mostly been done by aiming for a paperless office environment. We have traditionally photocopied our paperwork and placed it on file. We now have a cloud based database, to which we can scan documents, and from which we can email letters on behalf of clients. This has reduced our carbon footprint significantly. We are also using email and online methods of communication as standard now, as opposed to the letters and postage we have used in the past. This is saving resources, helping us move towards environmental practices and is saving our organisation money. We also recycle all recyclable materials.

Finance Details

Organisation Finances

	Year of most recent audited / examined accounts	Current financial year forecast	Next financial year budget
End of financial year date	31/03/2018	31/03/2019	
Grants & donations:	£150,576	£170,000	£0
Earned income:	£0	£0	£0
Other income:	£0	£0	£0
Total income:	150,576	£180,000	£0
Charitable activity costs:	£153,087	£169,500	£0
Cost of raising funds:	£480	£500	£0
Other costs:	£0	£0	£0
Total expenditure:	£153,567	£170,000	£0
Free unrestricted reserves held at year end:	£15,113	£25,000	£0
What is your organisation's reserves policy? 1.5 months reserves.			
For your most recent financial year, what % of your income was from statutory sources? 0%			

Organisational changes

Describe any significant organisational changes to your structure, financial position or core activities since the date of your most recent accounts.

None

Grant Request

Which of the Trust's programmes and priority areas will your application deliver? Connecting the Capital														
Which of the programme outcome(s) does your application aim to achieve? Connecting the Capital/Londoners experiencing inequality or disadvantage have greater wellbeing and independence through improved access to arts, sports and other community facilities and services														
Please describe the purpose of your funding request in one sentence. To support the work using culture - music, dance, literature, theatre - to tackle isolation and loneliness and maintain good physical and mental health in older Irish people across London.														
When will the funding be required? 01/12/2018														
Is this request to continue work that is currently funded or has been funded in the last year by: <div style="display: flex; justify-content: space-between;"> <div style="width: 45%;"> City Bridge Trust? No </div> <div style="width: 45%;"> Another funder? (If so which) Emigrant Support Programme, Irish Government </div> </div>														
How much funding are you requesting? <table style="width: 100%; border: none;"> <tr> <td style="width: 20%;">Year 1:</td> <td style="width: 20%;">Year 2:</td> <td style="width: 20%;">Year 3:</td> <td style="width: 20%;">Year 4:</td> <td style="width: 20%;">Year 5:</td> </tr> <tr> <td>£30,000</td> <td>£30,000</td> <td>£30,000</td> <td>£30,000</td> <td>£30,000</td> </tr> </table> <p style="text-align: center; margin-top: 10px;">Total Requested: £150,000</p>					Year 1:	Year 2:	Year 3:	Year 4:	Year 5:	£30,000	£30,000	£30,000	£30,000	£30,000
Year 1:	Year 2:	Year 3:	Year 4:	Year 5:										
£30,000	£30,000	£30,000	£30,000	£30,000										

What 3 main differences or outcomes do you want to achieve through your funding proposal?

Irish Elders Theatre helps older Irish people develop self-confidence and self-esteem, tackles loneliness and isolation in a culturally stimulating and uplifting way, empowers participants to help others and bring others into this type of activity, supports physical movement in older age, supports good mental health and physical health.

The London-wide community tour gives older Irish people a chance to perform to live audiences across London, further helping to build confidence and self-esteem, as well as tackle isolation and loneliness, build friendships and companionship through shared experiences and shared endeavour. Showcasing work encourages more older people to get involved.

The Irish Pensioners Choir will keep people physically and mentally active, tackle loneliness and isolation, and empowers people through their own love of music and song.

What are the main activities or outputs you will deliver to achieve these differences?

Irish Elders Theatre, for the full 5 year period. Weekly group sessions, rehearsals, involving older people in story and script development, working with professional actors, supporting older people to learn performance skills, confidence, and drama skills. Peer to peer support and support/guidance from staff trained in culture and tackling isolation.

London-wide tour of community venues (annual tour for 5 years): This brings the cultural projects for older people, the plays, music concerts, and the Irish pensioners choir out to the wider community across London in community centres, halls and professional theatres. Weekly rehearsals with a choir leader. Peer support.

Irish Pensioners Choir, for full 5 year period. Bringing older Irish people together to sing, make friends and enjoy life at weekly rehearsals, and regular performances. We will work on songs from the Irish culture and the wider London community. We will connect with diverse community arts groups in London.

You and your grant request

What, specifically, are you applying for (your project)?

A cultural project which uses culture and empowerment to tackle loneliness, isolation and poor mental and physical health in older Irish people throughout London. The project includes 1. Irish Elders Theatre, which gives older people the opportunity to act, perform in front of live audiences, work with professional actors, and to participate in the development of the plays, from ideas, to characters, to scripts, to design of props and costumes. 2. Irish Pensioners Choir, which gives older people the opportunity to sing, make friends, perform, and celebrate and share their culture with younger generations and the wider community here in London. 3. London-wide community tour, where we will take our projects out into community centres, halls, care homes, theatres and other community venues in London. All our work is focused on using culture to empower older people and help them live fulfilled, happy, content and active lives in older age.

How will the project described achieve your stated outcomes?

We hope to empower older Irish people to prevent or overcome loneliness, isolation and poor mental and physical health by engaging them in stimulating cultural and culturally sensitive activity, friendship and activity. We want to use Irish culture and the dynamism of the London-Irish community to bring older people out of their homes, into positive, warm, welcoming, active environments where they thrive. The benefits of physical activity in old age are huge, lowering risk of developing, or helping to cope with, many chronic health conditions, including heart disease, stroke, Type 2 diabetes, obesity and arthritis, for example. It can also reduce risk of depression, dementia and Alzheimer's disease, all of which have been represented in our previous cultural groups. Based on our experience of cultural projects, we hope to achieve improvements in health and well-being, contentment and self-esteem. We will support people facing bereavement, family estrangement and will tackle loneliness.

How do you know there's a need for this work?

There are approximately 40,000 older Irish people living in London. The Clinton Institute's 2014 study into the Irish diaspora in London concluded that "social isolation among elderly Irish is a concern, with increasing numbers of pensioners living alone and not engaging with local community services." A study conducted by Middlesex University further found that, "The Irish in England are disproportionately old compared to other ethnic groups. This has many consequences. In particular, social isolation needs to be addressed through schemes that provide not just physical care but also emotional support and visiting/ befriending to lonely older people." Since opening our Irish Elders Culture Office in 2015, we have successfully involved 5253 people in our work. We have found a huge enthusiasm for the cultural projects with people participating either by being in the groups or by being in the audiences and many have said the projects changed their lives.

How will the work be delivered - specifically, what will you do?

1. Irish Elders Theatre will run weekly sessions with older Irish people. We will develop plays based on the memories/life stories of older people so they are involved right from the start of each project. We will run rehearsals, and will work with professional actors to support the older people. 2. A London-wide tour of community venues, bringing older Irish theatre, music and culture to areas and places that would not usually have such experiences. For example, our tour last year included community venues in East, West, South and North London. 3. Give older people the opportunity to perform in proper theatres. 4. The Irish Pensioners' choir, mostly widows and widowers, with a variety of mental and physical health difficulties, singing, learning new songs, performing in public, growing in confidence and friendship. We will also seek opportunities for the choir to perform in care homes, festivals and radio and television.

Why are you the right organisation to do this work?

Founded 25 years ago, IEAN is now the longest running charity dedicated to older Irish people in London. In recognition of our work, the Irish Government has awarded us core funding from its Emigrant Support Programme each year for the last 15 years. Last year our Culture Office engaged with 5253 older Irish people. We record detailed demographic information as well as the various types of deprivation faced by people we support. We have a strong record of using Irish culture to enrich the lives of older Irish people living in London, tackling isolation and helping to maintain good physical and mental health. Our 25th anniversary celebration was attended by former Prime Minister of Ireland and in recognition of the difference made by the Irish Elderly Advice network to the lives of London's older Irish, our Director was given the Distinguished Service Award by the President of Ireland.

How does your work complement and not duplicate other services within your area?

Using Irish culture is a unique approach to tackling isolation, loneliness and poor physical and mental health in the older Irish population of London. We believe that older people are often given services which are focused on 'getting them out of the house', which are essential but which do not necessarily provide the culturally stimulating, empowering environment in which older people can continue to embrace life and thrive. Our focus on drama, performance, movement, music and song offers older people a way to try new things, find their inner confidence and express themselves through art as they grow older. Our cultural staff are also trained in welfare work and work closely with our welfare services, and other local providers. If someone at shows signs of poor health, or financial difficulties, because of our complementary and collaborative ways of working, we are able to quickly and easily refer for assistance.

How will you ensure that your project will hear and represent the views and needs of disadvantaged people and/or diverse communities?

Since our foundation, our charity has had a democratically elected Board of Trustees who are all older people. This has been key to ensuring our work remains focused on the changing needs of older people. For example, after the Board's highlighting of the increasing need to focus on tackling isolation and loneliness amongst their peers, we developed the idea of tackling these problems using Irish culture and subsequently opened the Irish Elders Culture Office in 2015. Older people will be at the heart of the development of the projects, with regular meetings and feedback sessions, as well as an Advisory Board of older people on each project. The majority of those we support are widows, widowers, live alone, have challenging physical or/and mental health associated with later life. We run entirely accessible projects, which are sensitive to the needs of older people and a strong and committed focus on empowerment.

How does your project engage and empower individuals and/or communities to come together on this issue? Will you be working with people who are particularly excluded?

Our innovative approach of using Irish culture to tackle isolation and poor mental and physical health in older people has enabled us to bring together several welfare and cultural organisations, as well as affected individuals. We work with festivals, theatres and community centres to secure performance opportunities, which gives older people we work with a positive experience of performing in front of live audiences, whilst also bringing organisations, usually focused on artistic output alone, into the area using their projects to help tackle isolation, build self-esteem and celebrate older people. We will be working with older people who have been referred via welfare and social services across London, and for example those with memory loss, for which singing, dancing and companionship are greatly beneficial, and those who are identified as at risk of, or suffering from, social isolation and who would benefit from a culturally specific service such as ours.

Is the focus of your project meeting an already identifiable need (acute or otherwise) or are there elements which are preventative and/or incorporate early action?

Our project focus will meet needs at several stages of difficulty for people, and at many places along the journey of when intervention is necessary/helpful. People will come to us who are 'at risk' of isolation, for example after they retire from work and are worried they will lose contact with other people, or following a bereavement of a life-long partner, when we can provide peer support from others in the group who have been through similar, and via our caring and compassionate staff. People will also come to us having become isolated due to ill health, and we can ensure they are collected from home and brought into our accessible projects. We can also help people to tackle depression and anxiety via the companionship and sense of purpose they feel in the groups, and we will help prevent deterioration in mental and physical health via involvement in these projects.

Who might you need to work closely with in delivering this project - whether before, during or afterwards?

We will work with venues, community centres, and other community/faith groups to bring our work further into the London community. We will work with the London Irish Centre (Camden) and Haringey Irish Cultural and Community Centre (Tottenham) where we rehearse with the Irish Pensioners Choir and the Irish Elders Theatre Group. We will also work with Day Centres and Lunch Clubs, including Kilburn Irish Pensioners, St Thomas Moore Thursday Club, Irish Pensioners Forum of East London, and others to ensure people know about our projects and can join. We will also work with Jacqueline Hynes, a professional actor who supports the Irish Elders Theatre and the London-wide community tours. We will continue to build connections with groups. We will also work with Irish Chaplaincy on joint projects. We will also continue to engage with statutory providers of services for older people, such as GPs, social services and the NHS.

Our aim as a funder is to help people move positively between any of the four stages of Surviving, Coping, Adapting and Thriving. For your project at which of these stages will most people begin their journey?

Our projects will take people through all four stages, starting at surviving, for example following bereavement. When people first come to our cultural projects, they are often completely isolated, shy, lonely, lacking in confidence, in poor health. They meet new people and start to develop relationships, and to open up to new people. During this time, we notice they begin to change - their mood improves, they laugh more, they volunteer for more or bigger parts in the plays, or start to bring their own skills and experiences out into the groups. It can take time for someone to gain confidence, sometimes months, sometimes weeks. We build effective support into our projects, including mutual support from within the peer groups and professional support. Finally, we see people who may have come to us unable to make eye contact, performing with confidence in plays in front of live theatre audiences.

Will there be any elements of this project that will help you or your beneficiaries to reduce your environmental footprint?

The reduction in the environmental footprint will be in the administrative side of the work, where we are moving to a paperless office. The project itself has a very low environmental footprint and this is something we are very conscious of. The project is based on face to face contact, we use public transport wherever possible and recycle all recyclable resources (e.g. paper).

Funding required for the project

What is the total cost of the proposed activity/project?

Expenditure heading	Year 1	Year 2	Year 3	Year 4	Year 5	Total
Salary & NICs - Head of the Culture Office	32,060	32,060	32,060	32,060	32,060	160,300
Rent - Irish Elders Culture Office	4,832	4,832	4,832	4,832	4,832	24,160
Venue hire (rehearsals and performance venues)	3,500	3,500	3,500	3,500	3,500	70,000
Travel costs - older people with disabilities	3,000	3,000	3,000	3,000	3,000	15,000
Professional support - musicians and actors	4,108	4,108	4,108	4,108	4,108	20,540
Professional support - sound engineering, lighting, props	2,000	2,000	2,000	2,000	2,000	10,000
Publicity and awareness raising of projects	1,500	1,500	1,500	1,500	1,500	7,500
Stationary, printing and postage	3,000	3,000	3,000	3,000	3,000	15,000
TOTAL:	54,000	54,000	54,000	54,000	54,000	270,000

What income has already been raised?

Source	Year 1	Year 2	Year 3	Year 4	Year 5	Total
Emigrant Support Programme (Irish government)	5,000	0	0	0	0	5,000
Ireland Fund of Great Britain	9,000	0	0	0	0	9,000
Heritage Lottery Fund	5,000	0	0	0	0	5,000
Electricity Supply Board (Dublin)	5,000	0	0	0	0	5,000
TOTAL:	24,000	0	0	0	0	24,000

What other funders are currently considering the proposal?

Source	Year 1	Year 2	Year 3	Year 4	Year 5	Total
Emigrant Support Programme (Irish government)	5,000	5,000	5,000	5,000	5,000	25,000
Ireland Fund of Great Britain	9,000	9,000	9,000	9,000	9,000	45,000
Heritage Lottery Fund	5,000	5,000	5,000	5,000	5,000	25,000
Electricity Supply Board (Dublin)	5,000	5,000	5,000	5,000	5,000	25,000
TOTAL:	19,500	19,500	19,500	19,500	19,500	120,000

How much is requested from the Trust?

Expenditure heading	Year 1	Year 2	Year 3	Year 4	Year 5	Total
Salary and NICs - Head of Culture Office (contribution)	30,000	30,000	30,000	30,000	30,000	150,000
TOTAL:	30,000	30,000	30,000	30,000	30,000	150,000

Who will benefit?

How many people will directly benefit from the grant per year?

5,253

In which Greater London borough(s) or areas of London will your beneficiaries live?

London-wide

Does this project specifically target any groups or communities?

Yes - please enter details below

This project will specifically work with the following age groups:

65-74/75 and over

This project will specifically work with the following gender groups:

This project will specifically work with the following ethnic groups:

White (including English/ Welsh/ Scottish/ Northern Irish/ British; Irish; Any other White background)

If Other ethnic group, please give details:

Irish

This project will specifically work with Deaf and disabled people:

Yes

This project will specifically work with LGBTQI groups:

No

This project will specifically work with other groups or communities:
Isolated older people, including widows, widowers and older people who live alone.

How will you target the groups/communities you have identified? What is your expertise in providing services for these groups?
We have 25 years of experience working with the groups and community we have identified. Our expertise is based on a culturally sensitive, and very well known and trusted service.

Are there any groups or communities you think your organisation will find hard to include through this project?
No

If yes, please specify which groups or communities? Where possible using the categories listed above.

If yes, what steps will you take to make your services accessible to and meet the needs of the groups/communities you have identified?

Declaration

I confirm that, to the best of my knowledge, all the Information I have provided in this application form is correct. I fully understand that City Bridge Trust has zero tolerance towards fraud and will seek to prosecute and recover funds in every instance.

Please confirm: Yes Full Name: **Nora Mulready**

Role within **Head of Culture**
Organisation:

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The City Bridge Trust

Bridging Divides: Application for a grant



About your organisation

Organisation Details

Name of your organisation: Islington Boat Club (IBC)	
If your organisation is part of a larger organisation, what is its name?	
In which London Borough is your organisation based? Islington	
Contact person: Ms Sarah Corcoran	Position: Development Officer
Website: http://www.islingtonboatclub.com	Social Media Accounts: https://www.facebook.com/IslingtonBoatClub/ - https://twitter.com/IslingtonBoatCl
What Quality Marks does your organisation currently hold? RYA - Royal Yachting Association RYA Sailability - Royal Yachting Association recognised as a centre that works with people with disabilities London Youth	

Legal Status

Legal status of organisation: Registered Charity			
Charity Number: 287680	Company Number: 01743087	CIC Number:	Bencom Number:
When was your organisation established? 28/07/1971			
AIMS of your organisation: Our Mission - To inspire learning, improve health, promote socialisation and strengthen the Islington community by providing a wide range of safe and affordable water-based activities for everyone ? with a focus on young people, the over-50s and people with disabilities. Although adventurous activities are the medium, IBC is first and foremost a social educational facility, concerned with the social and emotional development of the local community.			

Main activities of your organisation:

IBC has four main groups of users.

? All Onboard ? this is a free programme and is aimed at encouraging people with disabilities to participate in watersports which under normal circumstances would be unavailable to them. More details can be found on this later in this application.

? UpperDeckers ? this is a free programme for isolated older people aged 50+ to come along every Tuesday for a paddle and/or cup of tea.

? Youth Group ? this is for young people that have come to IBC or been introduced by a funded project, they meet one night a week and on a Saturday.

? Funded Groups and Projects ? IBC work with schools and local groups to target people that would benefit from the activities on offer at IBC, applying for funding and engaging people at the club in a structured activity.

Canoeing, kayaking, powerboating, sailing, narrowboating, bellboating, mountain biking, martial arts and arts projects are taught as part of the on-site programme.

Your Staff & Volunteers

Full-time:	Part-time:	Trustee/Board members:	Active volunteers:
0	4	6	30
Do you have a Safeguarding policy? Yes			
Are the following people in your organisation subject to DBS checks?			
Paid Staff Yes	Volunteers Yes	Trustees / Management Committee Members Yes	

Property occupied by your organisation

Is the main property owned, leased or rented by your organisation?	If leased/rented, how long is the outstanding agreement?
Leased	5 years

Environmental Impact**What action have you taken in the past year to progress environmentally sustainability principles and practice?**

IBC acknowledges the connection between the climate and other environmental crises and the threat of current and future homelessness, disease, food and water shortages and poverty for millions of people around the world, as well as the major damage being caused to our natural eco-systems. We see the impact of environmental pollution on the canal every day and the impact it has on our waterways.

We therefore recognise our responsibility to reduce its carbon and environmental footprints and formally commits itself to being an environmentally responsible charity.

We take the below steps to be more responsible.:

Reducing our Energy carbon footprint by using less Electricity, Water, Transport fuel, Gas.

Reduce total waste production by recycling.

All staff contracts include a clause stating that staff will be expected to help the club to carrying out its aim of being an environmentally responsible organisation.

Finance Details

Organisation Finances

	Year of most recent audited / examined accounts	Current financial year forecast	Next financial year budget
End of financial year date	31/03/2017	31/03/2018	31/03/2019
Grants & donations:	£180,700	£181,239	£151,847
Earned income:	£37,149	£39,594	£48,853
Other income:	£0	£0	£37,149
Total income:	237,849	£220,604	£237,615
Charitable activity costs:	£267,615	£272,604	£297,615
Cost of raising funds:	£0	£0	£0
Other costs:	£0	£0	£11,850
Total expenditure:	£267,615	£272,604	£309,790
Free unrestricted reserves held at year end:	£50,896	£50,896	£50,896

What is your organisation's reserves policy?

IBC's policy is to retain reserves, in the form of unrestricted funds, to a level where they equate in value to 9 months expenditure. This should provide a reasonably secure financial base on which to plan future projects and commit to related expenditure, before external funding has been fully secured. At this level IBC would be able to continue the current level of activities in the event of a significant drop in funding. At 31 March 2017, unrestricted funds represented approximately 6 months of activity cost ? the management committee continues to work towards reaching the target of 9 months.

For your most recent financial year, what % f of your income was from statutory sources?
11-20%

Organisational changes

Describe any significant organisational changed to your structure, financial position or core activities since the date of your most recent accounts.

N/A

Grant Request

Which of the Trust's programmes and priority areas will your application deliver? Connecting the Capital/Arts, sports, health and/or well-being projects for disabled people				
Which of the programme outcome(s) does your application aim to achieve?				
Please describe the purpose of your funding request in one sentence. The provision of a unique inclusive programme called 'All Onboard', providing watersports and outdoor activities for people with disabilities.				
When will the funding be required? 31/07/2019				
Is this request to continue work that is currently funded or has been funded in the last year by: City Bridge Trust? Another funder? (if so which) Yes				
How much funding are you requesting?				
Year 1: £27,300	Year 2: £27,300	Year 3: £0	Year 4: £0	Year 5: £0
Total Requested: £54,600				

What 3 main differences or outcomes do you want to achieve through your funding proposal?

- | |
|---|
| People with mental health and special educational needs, their parents & friends to report a increase in well-being as a result in taking part in the All Onboard Project |
| Islington boat club to become more widely used by people with disabilities, with a heightened awareness of the services available to them. Providing pathways to taking part in activities within a mainstream setting. |
| Over 100 people per year with disabilities gaining nationally recognised qualifications; Improving their employability, broadening their horizons and gaining essential skills that are transferable in everyday life. |

What are the main activities or outputs you will deliver to achieve these differences?

- | |
|--|
| Courses for groups of people with Special Educational Needs - Delivered one day a week for 39 weeks each year. Thursday club for people with Special Educational Needs - Delivered one day a week for 39 weeks each year. Total 78 sessions per year |
| 3 young people aged between 14 and 21 with Special Educational needs to take part in a work experience programme each year, providing enjoyable practical hands on learning experiences through the provision of watersports and on land sporting activities. 3 young people over 35 days each year. |
| Family/Fun days - beneficiaries who have participated in activity 1 and 2 will be encouraged to bring their families and friends along to celebrate their new found skills and encourage community links. 5 days per year (a min of 25 people per day) Total 125 beneficiaries per year. |

You and your grant request

What, specifically, are you applying for (your project)?

We are requesting another 2 years funding for our All Onboard project to enable IBC to continue to support isolated vulnerable disabled people in Islington and the surrounding areas to develop confidence and self-esteem through the medium of watersports.

We want to continue to extend the opportunities on offer at IBC to a greater number of people with disabilities in Islington and beyond, challenging and developing individual's perception of themselves through new activities where a level playing field exists for all.

The Funding is specifically to cover the cost of the Instructor/coaches fees for an additional two years,

How will the project described achieve your stated outcomes?

Our inclusive activities will reach our outcomes by giving participants the opportunity to try something new in a safe and exciting environment, working on:

- ? Confidence building by pushing boundaries
- ? Towards greater independence
- ? Building self-confidence, increased self-worth
- ? Reinforcing and learning new life skills
- ? Learning new sports activity that can turn into a hobby to participate in regularly
- ? Accessing a multitude of social communication opportunities

Our vision is to provide integrated watersports activities, where people with physical/learning/behavioral difficulties are supported within a 'mainstream' environment alongside their peers. We will also develop specialist sessions tailored to meet individual's specific needs.

The overall benefits of taking part in watersports and outdoor activities are Invaluable.

How do you know there's a need for this work?

With over 31,000 people in Islington identifying themselves as having an impairment or disability (IMD), 47% of them of working age are not economically active, over 2,000 children have special educational needs. The Sport/Physical activity needs assessment for young people says 'Disabled young people have lower participation levels than non-disabled young people in Islington' In Islington over three fifths (61.4%) of disabled people are not playing sport compared to two-fifths (41.6%) of non-disabled people. This project is getting more people with special needs into sport and narrowing this gap.

There are 3 special schools in Islington and have a very high free school meals level of 72%. Many of their young people live in families with extreme social deprivation and often their parents have special educational needs themselves. As a result they lead very unstimulating isolated, limited lives at the weekends and holidays.

How will the work be delivered - specifically, what will you do?

The adventure has begun at Islington Boat Club. Our vision is to provide watersports and outdoor activities that are accessible to everyone regardless of their ability or disability and those within their families and wider community who support them.

Overall we believe this project will ensure IBC can provide targeted activities relevant to this important section of our local community. It will improve resilience in individuals; support their life skills, to promote mental positive attitudes whilst providing tangible educational attainment. This will create a real incentive for people with special education needs to get involved in healthy activities and become important members/participants of IBC community.

Why are you the right organisation to do this work?

We have a proven track record of delivering activities to help break down social barriers and provide opportunities to teach and train people to develop essential life-skills, self-confidence and pride to people with disabilities. There is a major focus on teamwork and personal development and through our existing and future courses and activities we provide the opportunity to build self-esteem, confidence and offer training vital to finding employment. Alongside this we promote a healthy lifestyle and the opportunity for the local community to participate in water activities not usually accessible in this area of London. All of our activities are delivered by fully qualified, experienced and professional NGB trained staff.

How does your work complement and not duplicate other services within your area?

IBC (Islington Boat Club) is the only watersports provider in the Borough of Islington. It is unique in its offer both on-site at the City Road Basin on the Regents Canal but also, in the great outdoors when it delivers residential activities away from its centre. IBC's high quality activities have been developed and refined over 45 years to address personal and social development through the medium of sport. Originally IBC was seen as a place for children and young people to enjoy boating; as an adventure playground on water but over the years, this has changed; it has developed with the emphasis placed on gaining skills, building confidence, team work and the personal development for people of all abilities, ages and walks of life. We plan to continue to work with special schools, groups and local providers, to complement the services available in the borough.

How will you ensure that your project will hear and represent the views and needs of disadvantaged people and/or diverse communities?

Working with our partners within the community, gaining their regular feedback, along with feedback directly from the beneficiaries and their families we aim to;

- ? Ensure a successful delivery of this project
- ? Delivering workshops with pupils
- ? Creating Focus Groups
- ? Project planning in order to differentiate and meet the needs of participants
- ? Creating tailored calendars of activities in liaison with schools, partners, focus group and beneficiaries

The information learned through the various monitoring methods will feed directly into the project evaluations and will ensure that the views and needs of the beneficiaries are met.

How does your project engage and empower individuals and/or communities to come together on this issue? Will you be working with people who are particularly excluded?

Watersports, in particular canoeing is a highly diverse sport which provides something for everyone. Canoeing allows people to enjoy some exercise, share a challenge and gain independence whilst also having lots of fun and getting out in the fresh air. Many people believe that watersports is for the wealthy or the elite - IBC are working hard to break this stigma and show that regardless of our age or ability you can take part and achieve something. People with disabilities can be excluded from sport but watersports can provide a even playing field for less abled members of the community.

Is the focus of your project meeting an already identifiable need (acute or otherwise) or are there elements which are preventative and/or incorporate early action?

The fundamental benefits of physical activity are well documented. Regular exercise aids co-ordination, balance and flexibility; it improves concentration, reduces body fat and develops confidence. So, it is vital that every young person has access to high quality physical education (PE) and sport. This includes young people with SEN and disabilities. According to the Summer Term 2017 School Census, there were 4,618 children in Islington schools with a SEND (18.5% of all Islington pupils). 3.6% of children in Islington schools had an Education, Health and Care Plan. Both figures are higher than national, London and statistical neighbours. Providing water sports opportunities to those with special needs is a need that had been identified. We have a waiting list of groups and people wanting to take part in our All Onboard project.

Who might you need to work closely with in delivering this project - whether before, during or afterwards?

We will continue to work with the below groups and individuals to deliver this project.

- ? Samuel Rhodes is a school for children aged 4-18 with Moderate learning disabilities - during for referrals and groups
- ? Susie Summers - Speech and Language and Play Therapist with over 40 years? experience working with people with special needs and learning difficulties - during/ad hoc
- ? Danny Mitchell - Mental Health Social Worker with connections to Assertive Outreach team in Islington Social Services - During for referrals
- ? Sarah Rex - SENCO at Bridge School and Action for Children Children's Centre - During as she is now coordinating the All Onboard programme for IBC.
- ? Students of Bridge Academy who have been attending sessions at Islington Boat Club.
- ? Various schools and groups from Islington and Beyond.

Our aim as a funder is to help people move positively between any of the four stages of Surviving, Coping, Adapting and Thriving. For your project at which of these stages will most people begin their journey?

The majority of the beneficiaries of this project start at the adapting stage, for example our Thursday afterschool club is based upon ?one set? in Hackney where they deal with a small number of young people with disabilities working with them over a long period of time to progress them to the point where they can integrate into the mainstream youth club. These sessions will be small in numbers working with a core group of ten young people per session, giving them the skills and experience over a long period of time progressing them as far as we possibly can, working toward the Thriving stage.

Will there be any elements of this project that will help you or your beneficiaries to reduce your environmental footprint?

The beneficiaries are encouraged to recycle while at the IBC and encourage to take part in our annual canal clean up, picking up litter from Regent Canal.

Funding required for the project

What is the total cost of the proposed activity/project?

Expenditure heading	Year 1	Year 2	Year 3	Year 4	Year 5	Total
	0	0	0			0
4 Instructors x 3 x 2 hr sessions plus 1 additional hour for setting up and debriefing 39 weeks = 4x7hrsx39 days@£25ph	27,300	27,300	27,300			81,900
Instructor/coaches fees	0	0	0	27,300	27,300	54,600
39 days Heat, lighting, venue & depreciation. Management, development, compliance and overheads	3,810	3,810	3,810			11,430
Operational Overheads	0	0	0	3,810	3,810	7,620
Coordinator - 1 dry land sessional/Minibus driver/canteen/ for those who do not wish to go afloat and compliance reporting £25ph x 8 hrs x 39 days	7,800	7,800	7,800			23,400
Promotion/Publicity costs	0	0	0	3,000	3,000	6,000
10 Peer mentoring and family days = 4 instructor x 6 hour sessions x 10 days @£25PH	6,000	6,000	6,000			18,000
Coordinator	0	0	0	7,800	7,800	15,600
Peer mentoring/family days Heat, lighting, venue & depreciation. Management, development, compliance and overheads	600	600	600			1,800
Volunteer costs	0	0	0	780	780	1,560
Promotional	3,000	3,000	3,000			9,000
School holiday instructor/coaches for peer mentoring days/family days	0	0	0	6,000	6,000	12,000
changing room adaptations to make fit for purpose	39,128	0	0			39,128

TOTAL:	0	0	0	40,590	40,590	81,180
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What income has already been raised?

Source	Year 1	Year 2	Year 3	Year 4	Year 5	Total
IBC contribution	2,000	2,000	2,000			6,000
Argun Media	0	0	0	2,475	0	2,475
Sportivate	4,068	0	0			4,068
Alchemy Foundation	0	0	0	1,000	0	1,000
IBC continued project fundraising events	3,000	5,000	5,000			13,000
changing room adaptations Sport England and S106	39,128	0	0			39,128

TOTAL:	0	0	0	3,475	0	3,475
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What other funders are currently considering the proposal?

Source	Year 1	Year 2	Year 3	Year 4	Year 5	Total
	0	0	0			0
Sport England	10,000	0	0			10,000
The Bruce Wake Charitable Trust	0	0	0	2,000	0	2,000
Sir Edward Lewis Foundation	5,000	5,000	5,000			15,000
Baily Thomas Charitable Fund	0	0	0	7,680	0	7,680
Henry Smith Charlty	12,142	9,210	9,210			30,562
We have a prospect list of funders which we will continue to apply to	0	0	0			0

TOTAL:	0	0	0	9,680	0	7,680
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How much is requested from the Trust?

Expenditure heading	Year 1	Year 2	Year 3	Year 4	Year 5	Total
4 Instructors 3 x 2 hr sessions plus 1 additional hour for setting up and debriefing /skill card updating 39 weeks =4 x7hrsx39 days@£25ph	27,300	27,300	27,300			81,900
Instructor/coaches fees	0	0	0	27,300	27,300	54,600
TOTAL:	0	0	0	27,300	27,300	54,600

Who will benefit?

How many people will directly benefit from the grant per year?

250

In which Greater London borough(s) or areas of London will your beneficiaries live?

Islington

Hackney

Camden

City

Does this project specifically target any groups or communities?

Yes - please enter details below

This project will specifically work with the following age groups:

0-15/16-24

This project will specifically work with the following gender groups:

This project will specifically work with the following ethnic groups:

If Other ethnic group, please give details:

This project will specifically work with Deaf and disabled people:

Yes

This project will specifically work with LGBTQI groups:

No

This project will specifically work with other groups or communities:

How will you target the groups/communities you have identified? What is your expertise in providing services for these groups?

Are there any groups or communities you think your organisation will find hard to include through this project?

No

If yes, please specify which groups or communities? Where possible using the categories listed above.

If yes, what steps will you take to make your services accessible to and meet the needs of the groups/communities you have identified?

Declaration

I confirm that, to the best of my knowledge, all the information I have provided in this application form is correct. I fully understand that City Bridge Trust has zero tolerance towards fraud and will seek to prosecute and recover funds in every instance.

Please confirm: Yes Full Name: **Sarah Corcoran**

Role within **Development Officer**
Organisation:



Bridging Divides: Application for a grant

About your organisation

Organisation Details

Name of your organisation:

London Legal Support Trust

If your organisation is part of a larger organisation, what is its name?

London Legal Support Trust

In which London Borough is your organisation based?

City

Contact person:

Mr. Nezahat Cihan

Position:

CEO

Website:

<http://www.londonlegalsupporttrust.org.uk>

Social Media Accounts:

@londonlegal

What Quality Marks does your organisation currently hold?

We run a quality assurance system we call Centre of Excellence for specialist legal advice providers, we are a member of Fundraising Institute

Legal Status

Legal status of organisation: **Registered Charity**

Charity Number:

1101906

Company Number:

04930926

CIC Number:

Bencom Number:

When was your organisation established? **04/02/2004**

Aims of your organisation:

The relief of poverty and distress among the residents of Greater London and Home Counties in any way that the trustees think fit, including, but not limited to, through the provision of financial and other support to charitable and other agencies that provide advice, casework and representation in respect of legal issues and

The promotion of such other purposes being exclusively charitable according to the Law of England Wales as the Trustees may from time to time determine

Main activities of your organisation:

To promote and encourage the legal profession to support charities in the legal sector
 To support and provide training and services that improve the quality and increase legal provision within the beneficial area

To make grants and to provide other forms of financial assistance or assistance in kind, including loans (with or without interest)

To establish and support any charitable body formed for all or any of the Charitable Objectives

To raise funds or to invite and accept (or disclaim) gifts or loans of money and other property whatsoever real or personal and subject or not to any special charitable trust or any condition PROVIDED in raising funds the charity may not undertake any non-charitable trading

To conduct or promote the conduct of any research and publish knowledge acquired as a result of the research

To write, make, commission, print and publish or distribute written materials, films, audio or visual tapes or other materials or assist in such activities

Your Staff & Volunteers

Full-time:	Part-time:	Trustee/Board members:	Active volunteers:
3	1	13	10

Do you have a Safeguarding policy? **No**

Are the following people in your organisation subject to DBS checks?

Paid Staff
No

Volunteers
No

Trustees / Management Committee Members
No

Property occupied by your organisation

Is the main property owned, leased or rented by your organisation?	If leased/rented, how long is the outstanding agreement?
Rented	May 2020

Environmental Impact**What action have you taken in the past year to progress environmentally sustainability principles and practice?**

We are based at the National Pro Bono Centre, a serviced office where all organisations share photocopier, printer, broadband etc. The centre has facilities for recycling and does not use any plastic/paper cups/plates.

As an organisation, we are almost paper free as we take our laptops and follow the meetings with the electronic documents.

For the trustees meetings, we always ask who needs to the paper copies of the documents and we only print them for those who have asked us to print.

All the information about the centre is included in our staff handbook and we cover these in our induction too.

Under our money saving scheme, we encourage the groups to use recycled goods i.e. files, computers etc. and recycle goods from the city firms to the voluntary sector. We send a newsletter to the organisations circulating second hand recycled goods such as office chairs, computers etc.

Finance Details

Organisation Finances

	Year of most recent audited / examined accounts	Current financial year forecast	Next financial year budget
End of financial year date	31/12/2017	31/12/2019	
Grants & donations:	£225,061	£164,500	£0
Earned income:	£939,859	£947,100	£0
Other income:	£2,080	£2,100	£0
Total income:	1,167,000	£1,113,700	£0
Charitable activity costs:	£927,510	£798,300	£0
Cost of raising funds:	£204,452	£205,000	£0
Other costs:	£105,219	£110,000	£0
Total expenditure:	£1,237,181	£1,113,300	£0
Free unrestricted reserves held at year end:	£137,720	£168,120	£0
What is your organisation's reserves policy? To ensure the Trust's ability to make grants where necessary and appropriate minimum reserves are held for LLST's own operations. If suitable grant or loan requests equal or exceed our unrestricted reserves LLST will only keep the unrestricted reserves needed to maintain LLST's operations for 6 months.			
For your most recent financial year, what % of your income was from statutory sources? 0%			

Organisational changes

Describe any significant organisational changes to your structure, financial position or core activities since the date of your most recent accounts.

A new CEO started in April 2018.

Grant Request

Which of the Trust's programmes and priority areas will your application deliver?
Connecting the Capital/Capacity building support

Which of the programme outcome(s) does your application aim to achieve?

Please describe the purpose of your funding request in one sentence.
To assist individual agencies to identify where there may be threats to their sustainability and provide practical support so they can develop strategies to overcome those threats and develop opportunities

When will the funding be required? **01/10/2019**

Is this request to continue work that is currently funded or has been funded in the last year by:

City Bridge Trust?

Another funder? (if so which)

Yes

How much funding are you requesting?

Year 1:

£152,724

Year 2:

£154,097

Year 3:

£165,617

Year 4:

£0

Year 5:

£0

Total Requested: £472,438

What 3 main differences or outcomes do you want to achieve through your funding proposal?

More vulnerable people who cannot afford access to justice will access specialist legal advice and debt advice and have improved well-being by supporting current legal advice providers to keep their doors open

More legal advice providers will have diversified funding base, strengthen their resilience and maintain low cost overheads.

Better awareness of the social issues in the community requiring legal advice by end-users and more awareness of the issues affecting agencies providing legal advice services to disadvantaged groups

What are the main activities or outputs you will deliver to achieve these differences?

To increase number of COEx to 45 in Year 1, 50 in Year 2 and 55 in Year 3)

To provide grants to COExs, £350,000 (2019-20), £400,000 (2020/21) and 450,000 (2021/22).

To receive and review annual COEx self-assessment reports (45/year, 135/total)

To carry out 10 assessment visits every year (30/total)

To provide 6 learning/development opportunities per year to maximize income, increase effectiveness and raise awareness of the COEx scheme based on annual assessments of the COExs.

We will be providing specific trainings that are not provided by other training organisations such as Law Centres Network and Legal Aid Practitioners Group.

To broker further support for COEx and other specialist advice agencies

To roll out Money Saving Scheme pilot to all COEx and other agencies to save them money on overheads by negotiating discounted prices

To broker practical pro-bono support from law firms i.e. setting up pro-bono clinics, design/print etc.

You and your grant request

What, specifically, are you applying for (your project)?

We apply for a grant of £472,438 over three years to support and provide grants to 360 legal advice organisations. 105 organisations will be our Centres of Excellence (COEx) and 255 other organisations will benefit from the knowledge, experience and money saving scheme that we will be running for our COEx. The funding includes salary cost (£121,204), direct project cost (£39,809) and overheads (£1,425), direct grants (£310,000). This funding will allow us to continue running our COEx scheme that ensures free specialist legal advice providers in London are stable and remain viable to continue providing vital services to disadvantaged people who need to access justice.

How will the project described achieve your stated outcomes?

1. By supporting current legal advice providers to keep their doors open, this project will enable them to continue providing targeted services for the vulnerable people who need help to access justice.
2. By providing COEx agencies assessment in the core areas of the organisation and feedback opportunities against good practice management criteria, we help them to see potential weak points including overreliance on one stream of income. A detailed risk assessment by a practitioner who understands the sector, enables the organisations to manage their risks and plan for the future. Additionally, we will run a money saving scheme that organisations sign up to save money on stationary, IT, printers etc. to reduce their overheads broker more support from law firms.
3. Our annual COEx self-assessment provides current and emerging issues that affect specialist advice providers. We raise these issues in all the platforms that we attend to increase awareness.

How do you know there's a need for this work?

Trust for London's poverty profile found that 27% of Londoners were living in poverty after housing costs are taken into account. 700,000 London children live in poverty and 58 % Londoners live in poverty live in working families.

Since the drastic cuts introduced by Legal Aid, Sentencing and Punishment of Offenders Act 2012, 60% of advice agencies closed down. Local authorities who had previously provided grant funding for legal advice are no longer (or very few) give funding to advice agencies.

Our annual COEx assessment shows that 73% identified funding as the biggest risk faced followed by 63% being worried about the wellbeing of their staff as the increased demand on their services put tremendous pressure on the staff.

The aim of the COEx scheme is to provide a core support for sustainable free specialist legal advice agencies to help them become stable and remain viable in this difficult climate.

How will the work be delivered - specifically, what will you do?

Based on our evaluation in 2019, LLST's COEx scheme will continue to provide funding and free management consultancy/training to specialist legal advice agencies. We carry out an assessment against a range of good practice indicators in the areas of:

- ? management and governance;
- ? risk, business planning/strategy;
- ? financial management;
- ? quality and compliance.

These are assessed by a sector specialist, who writes a report identifying strengths and areas for development. We ask the agencies to complete an annual self-assessment to reflect on their annual progress in each area and identify issues which need further development, supported through LLST where possible. LLST provides and/or brokers funding and other forms of support to enable the agency to reach or maintain COEx status. Additionally, based on our recent evaluation, we will develop our role as broker pro-bono support from law firms and roll out our pilot Money Saving Scheme pilot to all COEx.

Why are you the right organisation to do this work?

LLST is well positioned and well regarded within the legal sector in London through years of organising events that raise funding for legal advice. Between them LLST's staff have decades of experience in working with the voluntary legal advice sector and have deep understanding of issues that may affect the sector. LLST works with across all agencies including law centres, citizens' advice and other legal advice providers which are members of the main advice networks including, Advice UK, Citizens Advice, Law Centres Network as well as working closely with the networks themselves. LLST has built a trusted relationship with the legal advice providers over the years and this helps the organisations to approach LLST when they face a difficulty. LLST has excellent links with the city law firms and in-house legal departments and can coordinate emergency help (financial and pro bono help) when the agencies face a difficult situation.

How does your work complement and not duplicate other services within your area?

LLST works across the legal advice providers in London whereas Citizens Advice works only with citizens advice and Law Centres Network with law centres. By bringing all the sector together, LLST enables the learning and experience to be shared by all the organisations rather than just the network members.

LLST works very closely with Law Centres Network through regular meetings in order not to duplicate the work. Similarly we have met with Legal Aid Practitioners Group (LAPG), Legal Action Group (LAG), Law Works to go through their training programmes to ensure there is no duplication. LLST provides customized practical training that is not provided by any of these agencies. Where the training is identified is provided by another agency, LLST works with the agency to make referrals. For example, we recently referred and subsidized 10 organisations to do a senior management training with LAPG rather than providing training ourselves.

How will you ensure that your project will hear and represent the views and needs of disadvantaged people and/or diverse communities?

Our programme is to support legal advice organisations that provide legal advice to disadvantaged people. Although we do not provide direct services to the disadvantaged people, our COEx assessment includes a quality part where we assess how organisations involve service users in design and delivery of their services.

As part of our annual COEx assessment, we encourage the organisations to send us two case studies and we use these case studies to create awareness of the issues that disadvantaged people face in our regular newsletters.

We publish articles in journals such as The Law Society, highlighting the issues that disadvantaged people face. We are a member of London Funders and work with other funders to raise issues that disadvantage people face through their meetings and networks.

How does your project engage and empower individuals and/or communities to come together on this issue? Will you be working with people who are particularly excluded?

Through our COEx programme, we bring together law centres, citizen's advice, organisations such as Anti Trafficking and Labour Exploitation Unit (ATLEU), Just for Kids Law and Public Law Project that cover a range of services and target audiences between them. Through our annual assessment, we collect good practice emerging from our COEx and it is our intention to share these with other centres in a more formal way.

LLST's annual London Legal Walk is joined by over 13,000 walkers including Lord Chief Justice, the president of Supreme Court, Attorney General and other judiciary, barristers and solicitors. We send out weekly newsletters that contain case studies from our COEx to raise both awareness of the legal issues that disadvantaged people face and the support needs of the organisations that provide services to the disadvantaged people.

Is the focus of your project meeting an already identifiable need (acute or otherwise) or are there elements which are preventative and/or incorporate early action?

The Legal Aid, Sentencing and Punishment of Offenders Act (LASPO) took employment law, immigration law, and private family law (unless there is DV); welfare benefits, debt, housing work unless threatened with homelessness, and restricted the means test. LASPO also removed the concept of early legal advice in the areas of law left within scope of Legal Aid. The cuts in legal aid did not only cause the closure of law centres but also many law firms stopped providing legal aid work. This has increased demand on existing service providers who are under tremendous pressure. Our COEX are specialist legal advice centres that deal with high level representation and appeals. But some of them have diverse funding that allows them to see people at an early stage.

Our COEx program focusses on supporting these organisations to continue providing their services for both early help and acute issues.

Who might you need to work closely with in delivering this project - whether before, during or afterwards?

We work very closely with specialist legal advice providers as our main target groups.

We will work with other legal advice providers who are not COEx to share our Money Saving Scheme and lessons learnt.

We will work very closely with Law Centres Network (LCN), Legal Aid Practitioners Group (LAPG), Citizens Advice (CA) and Advice UK to avoid duplication and use the opportunities they provide for our COEx.

We will work very closely with London Funders and highlight the issues that our COEx face in their meetings/networks to create awareness of such issues and develop joint approaches to respond to unmet needs in London.

We will work very closely with the city law firms and other corporate organisations to bring in kind support (pro bono and recycled goods).

We will work with legal press i.e. Law Society Journal to raise awareness of the need for legal advice.

Our aim as a funder is to help people move positively between any of the four stages of Surviving, Coping, Adapting and Thriving. For your project at which of these stages will most people begin their journey?

Our programme is an organizational development programme that works with specialist legal advice providers in London. Our current COEx organisations provided services to 136,493 people in London in 2018. Most of our COEx have holistic services i.e. legal advice, mental health support (counselling) etc. that help people to manage their multiple complex needs. Their target group will have a combination of people who are surviving, coping, adapting and thriving.

Will there be any elements of this project that will help you or your beneficiaries to reduce your environmental footprint?

Our recycling of goods (furniture, stationary, arch files etc.) will help reduce environmental footprint. In our one to one or group meetings with our COEx, we encourage paper free meetings, taking our laptops with us to refer any information needed.

Funding required for the project

What is the total cost of the proposed activity/project?

Expenditure heading	Year 1	Year 2	Year 3	Year 4	Year 5	Total
Salaries	78,442	80,795	84,219	0	0	242,456
Consultants	10,800	11,124	11,458	0	0	33,882
Training	3,600	3,708	3,819	0	0	11,127
Volunteers	300	309	318	0	0	927
Publicity material	600	200	0	0	0	800
Overheads	16,600	17,098	17,611	0	0	51,309
TOTAL:	460,342	513,234	566,425	0	0	1,540,001

What income has already been raised?

Source	Year 1	Year 2	Year 3	Year 4	Year 5	Total
London Legal Support Trust	307,618	359,137	400,808	0	0	1,067,563
TOTAL:	0	0	0	0	0	0

What other funders are currently considering the proposal?

Source	Year 1	Year 2	Year 3	Year 4	Year 5	Total
TOTAL:	0	0	0	0	0	0

How much is requested from the Trust?

Expenditure heading	Year 1	Year 2	Year 3	Year 4	Year 5	Total
Salaries	39,213	40,389	41,601	0	0	121,204
Consultants	10,800	11,124	11,458	0	0	33,382
Training	1,800	1,854	1,910	0	0	5,564
Volunteers	150	155	159	0	0	464
Publicity	300	100	0	0	0	400
Grant making	100,000	100,000	110,000	0	0	310,000
Overheads	461	475	489	0	0	1,425
TOTAL:	152,724	154,097	165,617	0	0	472,438

Who will benefit?

How many people will directly benefit from the grant per year?

140,000

In which Greater London borough(s) or areas of London will your beneficiaries live?

London-wide

Does this project specifically target any groups or communities?

No - open to everyone

This project will specifically work with the following age groups:

This project will specifically work with the following gender groups:

This project will specifically work with the following ethnic groups:

If Other ethnic group, please give details:

This project will specifically work with Deaf and disabled people:

No

This project will specifically work with LGBTQI groups:

No

This project will specifically work with other groups or communities:

This project will work with organisations that work with all the groups specified above

How will you target the groups/communities you have identified? What is your expertise in providing services for these groups?

We have been providing services under this project for over four years. We have 15 years' experience of working with specialist legal advice providers and our staff members have expertise of the specialist legal advice sector in London.

Are there any groups or communities you think your organisation will find hard to include through this project?

No

If yes, please specify which groups or communities? Where possible using the categories listed above.

If yes, what steps will you take to make your services accessible to and meet the needs of the groups/communities you have identified?

Declaration

I confirm that, to the best of my knowledge, all the information I have provided in this application form is correct. I fully understand that City Bridge Trust has zero tolerance towards fraud and will seek to prosecute and recover funds in every instance.

Please confirm: Yes Full Name: **Nezahat Cihan**

Role within **CEO**
Organisation:



Bridging Divides: Application for a grant

About your organisation

Organisation Details

Name of your organisation: St Gabriel 's Parish House Trust	
If your organisation is part of a larger organisation, what is its name?	
In which London Borough is your organisation based? Westminster	
Contact person: Fr Owen Higgs	Position: Vicar and Chair of Trustees
Website: http://www.stgabrielshalls.org.uk	Social Media Accounts:
What Quality Marks does your organisation currently hold?	

Legal Status

Legal status of organisation: Registered Charity			
Charity Number: 1114216	Company Number:	CIC Number:	Bencom Number:
When was your organisation established? 26/11/1900			
<p>Aims of your organisation: The objectives of the Parish House are to serve the local community by providing a space for a wide variety of community, arts, performance, sports and social activities. The original objects were written in 1900 and then subsequently updated in 1939. These trust deeds remain the governing document.</p> <p>The Parish House is the community hall for St Gabriel's Church, Warwick Square. It was built in 1901 for community use and the facilities continue to provide meeting and recreational facilities. Current uses include: rehearsal spaces for theatre, music, opera and dance groups, scouts, badminton, Tai Chi, amateur dramatics and choir practice. There are plans for a community hub to be built on the site, providing one-stop welfare services.</p> <p>The facilities are used seven days a week and there are plans to increase the capacity of the building through longer opening hours and exploring new uses for the space. The building is currently unlisted but sits within a conservation area.</p>			

Main activities of your organisation:

The Charity achieves its objects by means of the provision of space for free or for subsidised rates for charitable users. Additionally, some charitable grant-making is undertaken. These charitable uses of the building, both currently undertaken and proposed, include the following:

Support of the Arts ? Rehearsals/auditions for theatre, musicals, opera etc.

Community/sports use Includes Scouts, community meetings, film club, badminton, tai chi, kung fu, fencing, ballroom dancing, choirs and theatre groups.

Office space is used by an assistant priest with specific responsibilities towards the local community, as well as for church meetings, choir rehearsals, parish records/general office, administration, copying etc.

Pimlico Advice Hub includes:

A foodbank.

Benefits advice

Housing advice

Surgery space for a local councillor.

The Pimlico Musical Foundation is a separate charity working with five Pimlico Primary Schools supporting their in-house music teaching via weekly in-school teaching and termly concerts. It works in particular to help children whose circumstances exhibit some of the established marks of deprivation.

Your Staff & Volunteers

Full-time:	Part-time:	Trustee/Board members:	Active volunteers:
1	0	11	0

Do you have a Safeguarding policy? **Yes**

Are the following people in your organisation subject to DBS checks?

Paid Staff
Yes

Volunteers
No

Trustees / Management Committee Members
No

Property occupied by your organisation

Is the main property owned, leased or rented by your organisation?	If leased/rented, how long is the outstanding agreement?
Owned	

Environmental Impact**What action have you taken in the past year to progress environmentally sustainability principles and practice?**

We have an enthusiastic recycling scheme at the Halls and use energy efficient lighting. We also have a small vegetable kitchen garden.

Users of the Halls are all encouraged to travel to the Halls using public transport or bicycles - no parking is offered to anyone using the centre. There is parking for disabled users locally and a drop off point.

We regularly monitor our utility bills and have changed recently to a more energy efficient package.

Finance Details

Organisation Finances

	Year of most recent audited / examined accounts	Current financial year forecast	Next financial year budget
End of financial year date	31/12/2017	31/12/2018	31/12/2019
Grants & donations:	£1,350	£0	£0
Earned income:	£190,609	£229,400	£229,400
Other income:	£7,882	£9,100	£9,000
Total income:	199,841	£238,500	£238,400
Charitable activity costs:	£132,333	£96,304	£96,304
Cost of raising funds:	£0	£0	£0
Other costs:	£0	£0	£0
Total expenditure:	£132,333	£99,200	£96,304
Free unrestricted reserves held at year end:	£183,671	£322,971	£465,067

What is your organisation's reserves policy?

At the end of 2017, the charity's reserves stood at £521.7k of which £338.0k was represented by fixed assets. Therefore the 'free reserves' of the charity were some £183.6k. It is the general policy of the trustees to hold approximately six months' budgeted expenditure in reserve for unforeseen events, that is, around £65k. The balance of just under £120k is held as a sinking fund and to cover future investment in the buildings as the third phase of the refurbishment project is contemplated. The build up of reserves will be spent on the redevelopment.

For your most recent financial year, what % of your income was from statutory sources?
0%

Organisational changes

Describe any significant organisational changes to your structure, financial position or core activities since the date of your most recent accounts.

None

Grant Request

Which of the Trust's programmes and priority areas will your application deliver? Connecting the Capital/Access improvements to community buildings/Capital works				
Which of the programme outcome(s) does your application aim to achieve?				
Please describe the purpose of your funding request in one sentence. Improving the accessibility of St Gabriel's Parish House and Halls to enable the charity to support the most vulnerable in the local community.				
When will the funding be required? 02/09/2019				
Is this request to continue work that is currently funded or has been funded in the last year by: City Bridge Trust? Another funder? (if so which) No				
How much funding are you requesting?				
Year 1: £100,000	Year 2: £0	Year 3: £0	Year 4: £0	Year 5: £0
Total Requested: £100,000				

What 3 main differences or outcomes do you want to achieve through your funding proposal?

People suffering from poverty, housing issues, debt, immigration, integration and needing family support will have access to a range of services allowing them to address the issues they face. These individuals and families will be better able to fulfil their potential and play an active part in the local community.

People with accessibility challenges will be able to access the full range of services at the house.

Local charities working alongside us on the estate will have a permanent base where they can store equipment and files enabling them to deliver longer opening times for support as they will no longer need to bring everything with them.

What are the main activities or outputs you will deliver to achieve these differences?

We will deliver a food bank, ESOL and employability workshops, family support and a homework club for families where English is not the first language, housing advice, legal advice and immigration support. These services will be accessed by 500 people a year.

All of the services mentioned in Activity 1 above will now be accessible to people in the community who previously could not access the House including mothers with children who have struggled. We estimate that the number in the above figure of 500 will be 200 people.

The Hub will now be opening 5 days a week, all day rather than half a day a week. Resident charities like the Cardinal Hume Centre, Z2K and the Foodbank will now be able to store resources, improving efficiency and range of services they can offer.

You and your grant request

What, specifically, are you applying for (your project)?

We are applying for the funding to improve the accessibility of St Gabriel's Parish House.

We will build a new two-story extension to the left hand side of the building. We will create an entrance to the new facilities through the sidewall at street level. This will take people straight through into a new reception area.

From here there will be a platform lift and stairs to enable access to the whole of the lower ground floor including the kitchen and a new office space.

The lift and stairs will also provide access to the ground floor where we will install new toilets. On this floor there will be two further meeting rooms and two large offices.

A 30-m2 Hub space will be created on the lower ground floor.

We will create two new WCs, one unisex and the other with disabled access.

How will the project described achieve your stated outcomes?

The changes will give step free access throughout the building and access to:

A more comprehensive food bank operating longer hours with sufficient storage and space for volunteers to provide a service tailored to individuals' needs.

An expansion of current advice and consultation services to include housing advice, debt advice, legal advice, mental health counselling, and jobs and employment advice.

A family support worker working with local schools to help families with parenting challenges.

A Family Services Team and space for a Homework Club (for 8-15 children aged six to ten years old & adults).

New activities for younger people and families led by trained workers living on-site and integrated with the community.

Expanded office facilities, allowing proper administration of the above services on site.

How do you know there's a need for this work?

The Parish House is a 100 year-old building. While the services offered at the House have evolved, the building hasn't been able to keep pace with the changes. We have invested £1,000,000 in improvements over recent years, and are committed to invest a further £300,000 from reserves in this new phase of the work, but we need further financial support.

On the Churchill Ward, according to Metropolitan Police statistics, crime rates are 50% higher than in London as a whole, with 36 crimes per 1000 residents. The Churchill Ward in Pimlico ranks among the 10 most deprived in the country. To meet these needs, there is only a half-day Legal Advice Bureau in Vauxhall Bridge Road, and no other suite of advice services in the immediate area.

We have consulted with the charities that use the House as a base as well as with the local community.

How will the work be delivered - specifically, what will you do?

The work will be delivered by building a new extension to the left hand side of the building. The entrance will be moved from the front (where people have to climb up a flight of stairs) to the side of the new extension creating a step free access from the street.

Inside the new extension people will come to a new reception area with a lift to take people to the lower ground floor with access to the kitchen and new office space. The lift will also provide access to the ground floor where we will build new disabled access toilets and two meeting rooms.

We will build a new 30m² hub space with storage for other charities delivering work on site.

Why are you the right organisation to do this work?

The House is situated in the heart of the Churchill Gardens estate. It is a busy hub of activity and many local residents already accessing the halls for sports, music, arts and the youth clubs. One of the strengths of the House and the activities that run in it is that the House is self-funding. Because the space offers so much in terms of location, size of room and acoustics, we are able to rent out enough of the space to fee paying customers so that we can let charities use the space on a peppercorn rent. (£10 a month is the combined rent paid by the three charities on site).

The Parish House is a true community venue bringing together people, the schools as well as local theatre productions, arts, music and sports clubs and more welfare projects like the food bank.

How does your work complement and not duplicate other services within your area?

The Hub that runs at the House is run by three local charities, Cardinal Hume Centre, Z2K and Westminster Chapel. Two of the key services delivered help local residents to sustain their tenancies and avoid eviction and homelessness. There is also a food bank helping to tackle poverty, a direct causal effect of homelessness. Local Councillor Massanly also uses the House for surgeries with local residents.

Children from the local primary school come to the House to experience world class music and theatre as they are invited to rehearsals for West End shows.

To meet local needs, there is only a half-day Legal Advice Bureau in Vauxhall Bridge Road, and no other suite of advice services in the immediate area.

How will you ensure that your project will hear and represent the views and needs of disadvantaged people and/or diverse communities?

By having staff who will be delivering services living on site, we will be increasing the connection with the local community. They will be active in the community and be responding to local needs and feeding back the views and needs of disadvantage groups in the community.

We also have representatives (Fr Owen and David King, Centre Manager) on the board of the local primary school. Through this we hear of the needs of pupils for extra help with homework and having access to music through the Pimlico Music Foundation.

The charities and Councillor Massanly also feedback and respond to the local community.

How does your project engage and empower individuals and/or communities to come together on this issue? Will you be working with people who are particularly excluded?

As a resource situated in the middle of the community we serve, our presence is a key part of engagement. The Parish House is very obvious as it is a Victorian red brick Building in a mid-20th century estate. All activities are advertised on the estate and community leaders are able to use the Parish House as a resource.

The Hub partners also advertise their services both door-to-door and through community ambassadors. The new development will also allow us to increase our own headcount and part of the plan is to run outreach in the community.

We have many people come to us through word-of-mouth. This has been especially effective with the advice and foodbank.

We work closely with the primary school and this allows us to reach children and parents through their children.

We will be working with those who are excluded through poverty, language, culture and unemployment.

Is the focus of your project meeting an already identifiable need (acute or otherwise) or are there elements which are preventative and/or incorporate early action?

The project is meeting a clear identifiable need in that we see extreme poverty through the foodbank. People on the estate are struggling with bills, finances, integration and isolation. Those supported through the work of Z2K have very clear needs much of which is focused on lack of income through benefit caps, sanctions and legal action.

The project is also aiming to prevent problems escalating. This is a particular focus of some of the housing advice work to prevent homelessness and evictions and also of the homework club to encourage children to reach their potential.

Who might you need to work closely with in delivering this project - whether before, during or afterwards?

As mentioned throughout the application we will be working with Cardinal Hume Centre, Zacchaeus 2000 Trust and Westminster Chapel. We would also be working closely with the two primary schools on the estate and the early years provision.

We have had discussions with other groups that we believe will be able to add to the support available on the estate. Crosslight are interested in delivering debt advice and we are considering options for youthwork on the estate.

We will also work in partnership with the Pimlico Music Foundation and Pimlico Toy Library and Pimlico Million.

Our aim as a funder is to help people move positively between any of the four stages of Surviving, Coping, Adapting and Thriving. For your project at which of these stages will most people begin their journey?

Because of the range of services that we are planning on delivering at the Parish House, people will be coming and using the facilities at each of the stages mentioned.

Clearly the foodbank will be supporting people struggling to survive whilst the financial and debt advice as well as the housing work will be focused on helping people cope and then adapt. Much of the homework club will be focused on families where English is not their first language. 35 languages are spoken amongst pupils at the primary school. The homework club will be helping those families adapt and helping the children to thrive.

Other activities are very much focused on thriving. That goes for the sporting, youthwork and musical work at the centre.

Will there be any elements of this project that will help you or your beneficiaries to reduce your environmental footprint?

The specification for the new building will improve the efficiency of the building and we make sure we recycle as much as possible at the House.

But none of the services has a specific environmental focus. The foodbank does make use of unwanted food and reduces food waste and we will be running cookery classes to encourage home cooking reducing plastic packaging and we are sharing space for other charities making the best use of resources.

Funding required for the project

What is the total cost of the proposed activity/project?

Expenditure heading	Year 1	Year 2	Year 3	Year 4	Year 5	Total
Professional fees	67,218	0	0	0	0	67,218
Investigations	14,558	0	0	0	0	14,558
Planning	2,870	0	0	0	0	2,870
Building construction work	560,854	0	0	0	0	560,854
Contingency	56,085	0	0	0	0	56,085
Furnishings, fixtures and fittings	50,000	0	0	0	0	50,000
VAT	150,317	0	0	0	0	150,317
TOTAL:	901,902	0	0	0	0	0

What income has already been raised?

Source	Year 1	Year 2	Year 3	Year 4	Year 5	Total
Already paid towards fees and investigations	34,410	0	0	0	0	34,410
Designated from reserves	300,000	0	0	0	0	300,000
Allchurches	20,000	0	0	0	0	30,000
SOHC Charitable Trust	10,000	0	0	0	0	10,000
TOTAL:	364,410	0	0	0	0	364,410

What other funders are currently considering the proposal?

Source	Year 1	Year 2	Year 3	Year 4	Year 5	Total
Garfield Weston	75,000	0	0	0	0	75,000
Clothworkers Foundation	50,000	0	0	0	0	50,000
National Lottery	200,000	0	0	0	0	200,000
Bernard Sunley Charitable Trust	15,000	0	0	0	0	15,000
TOTAL:	340,000	0	0	0	0	340,000

How much is requested from the Trust?

Expenditure heading	Year 1	Year 2	Year 3	Year 4	Year 5	Total
Building works towards the new entrance and reception	70,000	0	0	0	0	70,000
New WC facilities	15,000	0	0	0	0	15,000
Lift and internal accessibility	15,000	0	0	0	0	15,000
TOTAL:	100,000	0	0	0	0	100,000

Who will benefit?

How many people will directly benefit from the grant per year?

500

In which Greater London borough(s) or areas of London will your beneficiaries live?

Westminster

Does this project specifically target any groups or communities?

No - open to everyone

This project will specifically work with the following age groups:

0-15/16-24/25-44/45-64/65-74/75 and over

This project will specifically work with the following gender groups:

Male

Female

Transgender or other gender identity

This project will specifically work with the following ethnic groups:

Asian/ Asian British (including Indian; Pakistani; Bangladeshi; Chinese; Any other Asian background)

Black/ African/ Caribbean/ Black British (including African; Caribbean; Any other Black/ African/ Caribbean background)

Mixed / Multiple ethnic groups

White (including English/ Welsh/ Scottish/ Northern Irish/ British; Irish; Any other White background)

Refugees and asylum seekers

If Other ethnic group, please give details:

This project will specifically work with Deaf and disabled people:

No

This project will specifically work with LGBTQI groups:

No

This project will specifically work with other groups or communities:

How will you target the groups/communities you have identified? What is your expertise in providing services for these groups?

Through schools, our Hub partners, word of mouth and community champions as well as our own outreach work on the estate.

Are there any groups or communities you think your organisation will find hard to include through this project?

No

If yes, please specify which groups or communities? Where possible using the categories listed above.

If yes, what steps will you take to make your services accessible to and meet the needs of the groups/communities you have identified?

Declaration

I confirm that, to the best of my knowledge, all the information I have provided in this application form is correct. I fully understand that City Bridge Trust has zero tolerance towards fraud and will seek to prosecute and recover funds in every instance.

Please confirm: Yes Full Name: **Fr Owen Higgs**

Role within Organisation: **Chair of Trustees and Vicar of St Gabriel's Pimlico.**

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The City Bridge Trust

Bridging Divides: Application for a grant



About your organisation

Organisation Details

Name of your organisation: Stepney City Farm Ltd	
If your organisation is part of a larger organisation, what is its name? Federation City Farms Community Gardens	
In which London Borough is your organisation based? Tower Hamlets	
Contact person: Ms Clare Hawkins	Position: Chief Executive
Website: http://www.stepneycityfarm.org	Social Media Accounts: @StepneyCityFarm
What Quality Marks does your organisation currently hold?	

Legal Status

Legal status of organisation: Charitable company			
Charity Number: 1136448	Company Number: 06855753	CIC Number:	Bencom Number:
When was your organisation established? 18/06/2010			
Aims of your organisation: The provision of facilities for recreation or other leisure time occupation, for the benefit of the inhabitants of Stepney and the surrounding area, for Individuals who have need of such facilities by reason of their youth, age, infirmity or disability, financial hardship or social and economic circumstance or for the public in the interests of social welfare and with the object of improving the conditions of lives of the said inhabitants. To provide or assist in the provision of facilities in the interests of social welfare for recreation or other leisure time occupation of individuals who have need of such facilities by reason of their youth, age, infirmity, disability, financial hardship or social circumstances with the object of improving the conditions of the lives of the said inhabitants. To advance the education of the public, in agriculture, horticulture, crafts, country life, protection and improvement of the natural environment through best environmental practices, especially by encouraging reduction, re-use and recycling.			

Main activities of your organisation:

Stepney City Farm is a three acre working farm; a unique educational resource, and a rural oasis at the heart of the local community. Our charity has been running the site since 2010 and has improved facilities to provide housing and grazing for animals; craft studios; a Farmer's Market; and a Café utilising produce raised and grown on the Farm.

Urban children and adults in one of England's most deprived boroughs can meet animals; try out crafts; and connect with food production, through the provision of 78 allotment spaces; formal learning programmes; volunteering; and access to affordable local organic standard produce.

In 2017-18, over 5,000 local school children took part in curriculum-linked activities on the site. Young people, including special educational needs and young offender groups, were involved in over 2,000 hours of supported volunteering. Over 500 people attended Open Volunteering green care and animal care sessions; and the Furry Tales programme provided therapeutic animal intervention for dementia sufferers.

Your Staff & Volunteers

Full-time:	Part-time:	Trustee/Board members:	Active volunteers:
2	7	10	21

Do you have a Safeguarding policy? **Yes**

Are the following people in your organisation subject to DBS checks?

Paid Staff Yes	Volunteers No	Trustees / Management Committee Members No
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Property occupied by your organisation

Is the main property owned, leased or rented by your organisation?	If leased/rented, how long is the outstanding agreement?
Leased	3 years - to increase to 25

Environmental Impact**What action have you taken in the past year to progress environmentally sustainability principles and practice?**

Stepney City Farm promotes environmental excellence through all of our activities and raises awareness with users of environmental issues, sustainability; and recycling; environmental education is at our core, and the organisation is set up as a model of best-practice.

- We purchase goods and services from ethical suppliers, for example Ecotricity;
- Areas of the Farm have been funded by the Permaculture Association and model those principles;
- We compost animal and garden waste and use it for food growing and to sell to visitors; we reuse other waste, including having an onsite Ridan food waste composter, and educate visitors about composting, and separating recycling correctly;
- Our 'Plastic Bottle Greenhouse' stands as a striking visual demonstration of reusable materials;
- Recent buildings have been designed to energy efficient specifications, and equipped to utilise solar panels in future.

Finance Details

Organisation Finances

	Year of most recent audited / examined accounts	Current financial year forecast	Next financial year budget
End of financial year date	31/03/2018	31/03/2019	31/03/2020
Grants & donations:	£205,245	£186,363	£133,115
Earned income:	£150,762	£178,580	£126,727
Other income:	£20	£0	£0
Total income:	356,027	£364,943	£259,842
Charitable activity costs:	£390,888	£318,430	£258,992
Cost of raising funds:	£0	£0	£0
Other costs:	£850	£850	£850
Total expenditure:	£391,738	£319,280	£259,842
Free unrestricted reserves held at year end:	£-11,304	£26,336	£26,336
What is your organisation's reserves policy? A review of the adequacy of the unrestricted reserves is made annually, normally at budget approval, and at any other times the Directors consider prudent. A policy of having reserves equivalent to three months' running costs (approximately £65,000) has been set, and we are working towards this. A prudent break-even budget has been set for 2019-20, however, if adequate core grant funding is achieved, we aim to be able to increase reserves through a growth in earned income from charitable activities, and reach our reserves target by March 2021.			
For your most recent financial year, what % of your income was from statutory sources? 1-10%			

Organisational changes

Describe any significant organisational changes to your structure, financial position or core activities since the date of your most recent accounts.

Stepney City Farm ceased Cafe operations on 5 November 2018 due to a historical pattern of financial loss in the Winter months. The operation is currently out to tender to a third party whose ethos aligns with our charitable objectives. The resulting reduction in total turnover has allowed the Farm to de-register for VAT.

Grant Request

Which of the Trust's programmes and priority areas will your application deliver? Connecting the Capital/Growing, greening and environmental projects				
Which of the programme outcome(s) does your application aim to achieve?				
Please describe the purpose of your funding request in one sentence. Management of a working urban farm (and its upcoming expansion) - an educational resource free and open to the public six days per week, with a range of inclusive programmes.				
When will the funding be required? 08/07/2019				
Is this request to continue work that is currently funded or has been funded in the last year by: City Bridge Trust? Another funder? (if so which) Yes				
How much funding are you requesting?				
Year 1: £46,492	Year 2: £47,445	Year 3: £48,416	Year 4: £49,408	Year 5: £0
Total Requested: £191,761				

What 3 main differences or outcomes do you want to achieve through your funding proposal?

Education: 100 regular volunteers, and 500 Open Volunteers p/a, supported to develop specialist horticulture and animal care skills, basic workplace skills and employability. Facilities will be maintained for curriculum-linked Schools programming, (learning for 5,000 children p/a); Young volunteers (149 sessions p/a); and free open-access will be maintained for 120,000 visitors.

Health and well-being: the above-mentioned programme-users and visitors will have the proven physical and mental health benefits of green space, working outdoors, gardening, having contact with and caring for animals, and understanding food systems. Baseline surveys have shown consistent increases in confidence and resilience, and reductions in feelings of isolation.

Community cohesion: The Farm is a safe and inclusive space where the diverse communities of Tower Hamlets intersect. The expansion of the site and its operations will allow for the corresponding increase of 1/3 in public programming and bespoke programming for families, schools, youth, elders, corporates, BAME populations, & vulnerable adults.

What are the main activities or outputs you will deliver to achieve these differences?

The strong financial management of the Farm. In year-one, unrestricted reserves have already increased from £(11,304) to circa £26,000 (March 2019). By the end of the funded period, unrestricted reserves will be maintained at a minimum of £65,000, and the Farm will have a robust strategy for ongoing financial sustainability.

Strong organisational change management, crucial in the reinstatement of a section of land and the resultant expansion of the Farm. Staffing capacity will need to be increased by a projected 2.4 FTE, and the balance of activities adjusted to maximise the impact of the site for service users and communities.

Increased site accessibility and improved visitor facilities, including planning and fundraising for a new Visitor Information Centre, a dedicated member of visitor-facing educational staff, and the extension of accessible paths to the new site.

You and your grant request

What, specifically, are you applying for (your project)?

This is a continuation request for the grant awarded in July 2018 to fund a post undertaking strategic and operational management of the Farm, particularly to steer it through a site expansion. Circumstances prior to the appointment of the current post holder had resulted in a precarious financial position, and one year of funding was granted with the possibility of extension if results could be achieved in year-one.

Through core and programme fundraising, the re-structuring of the corporate volunteering programme, and the tendering of the Cafe operation, in 2018-19 the post holder has achieved an unrestricted surplus, whilst tripling delivery of the Youth programme for the next three years through a grant from the GLA; instating two annual public festivals on site; raising £5,000 for the refurbishment of our Classroom; and overseeing major site improvements, including accessible paths and benches, and the renovation of our Children's Garden and Forest Garden.

How will the project described achieve your stated outcomes?

The Farm's complex portfolio comprises a Farmer's Market; a Cafe; a food growing programme; animal husbandry; an onsite and offsite curriculum-linked schools programme; formal and informal adult education, particularly in the promotion of sustainable living and related environmental topics; public events; the provision of craft studios; 78 community allotments; animal and green care volunteering programmes; youth programmes; and dementia intervention (both onsite sessions and outreach sessions).

These activities deliver the Farm's combined outcomes of education, health and well being, and community cohesion. This ambitious offer would not be possible without a managerial position to oversee strategic planning and financial management; fundraising; staff development; and to ensure compliance with a raft of company and charity law, and regulations relating to running a public site; animal welfare; food hygiene; and working with children and vulnerable adults.

How do you know there's a need for this work?

The Farm is near Whitechapel High Street, ranked in 2015 as the least healthy street in London, based on an index of businesses deemed 'bad for health', (betting shops, tanning salons, and fast food outlets). On the Indices of Deprivation 'Living Environment' indicator - a measure of housing conditions, Tower Hamlets is ranked 16th most deprived out of 326 areas in England. On the 'Income Deprivation' indicator, 1/4 of its residents are income deprived - the 6th highest in England, and the highest in London. It has the highest percentage of both children (39%) and older people (50%) living in income deprived households in England, and has the fourth highest rate of employment deprivation (13.8%) in London. On a daily basis we meet adults, children and young people who have no other connection to rural life, knowledge of the origins of food, access to a garden, or contact with animals.

How will the work be delivered - specifically, what will you do?

In June 2019 (delayed from November 2018), over an acre of land occupied by Crossrail since 2012 will be returned to the Farm, and our lease extended to 25 years. The need for strong leadership and management will be critical in establishing the Farm's expanded site, and a sustainable activity structure maximising impact for service users and local communities.

The funded post holder will steer the organisation through this transition, planning for the sustainable continuation and growth of key activities and programming, through fundraising and the development of income from charitable activities, effective management and deployment of the team, and effectively prioritising and driving forward the works required to have the expanded site functional and delivering optimal impact within the minimal possible time frame.

Why are you the right organisation to do this work?

Stepney City Farm has a strong track record in the delivery of programmes with social outcomes. The team are experienced professionals in formal education, youth work, animal management, mental health and well being, volunteer management, and sustainable organic-standard food growing. The Farm has a local reputation as a flagship of environmental education and community engagement.

The site itself is unique in Tower Hamlets as the only fully working farm, providing a publicly accessible model of sustainable, high welfare agriculture. Since 2012 the site has been greatly improved and developed, with the addition of a barn and Rural Arts Centre, a bespoke Classroom, a Cafe, dedicated poly tunnels and growing fields, an irrigation system, and accessible paths.

The funded post-holder is a local Tower Hamlets resident with an MSc in Charity Financial Management, 10 years senior management and Board experience in the charity sector, and a special interest in skills development.

How does your work complement and not duplicate other services within your area?

Stepney City Farm works closely with other local service providers to maximise the impact of our facilities, and to maximise our reach and capacity. Many organisations refer service users to our programmes, particularly those specialising in rehabilitation, special educational needs, employability, mental health, social inclusion, and working with specific isolated or at-risk individuals and communities. We also host a range of external projects on site, including 'Stitches in Time' teaching English through sewing, the Ocean Women's green-care group, and John Howard Centre community pay-back sessions.

Current and recent partners include: The Prince's Trust; Ocean Youth Connexions; Tower Project; City Gateway; ELBA; Gateway Housing; Mile End Hospital; Ocean Children's Centre; Head Start; Core Landscapes; Women's Environmental Network; and Riverside Cares. The Farm is also well-used as a venue for meetings, courses and events by The Orchard Project; NHS; Mind; Liberty Church; Global Action Plan; Social Action for Health; Centrepont; and more.

How will you ensure that your project will hear and represent the views and needs of disadvantaged people and/or diverse communities?

Activity committees are open membership for all interested parties: Animal Management; Gardening; Allotments; and Volunteering. Constitutional Membership is open. Trustees are drawn from the local area and maintain high engagement with specific users - including one who is a psychiatric consultant at the Royal London. Local service provider partners relay formal and informal feedback.

The Farm is free to enter and has many free services to increase accessibility for financially disadvantaged people. Visitors are culturally and socio-economically diverse. Translation via partners is available for our high proportion of Bangladeshi beneficiaries.

All associates of the Farm are offered the opportunity to join a Googlegroup, where information is shared and feedback can be given.

Our funded programmes all require continuous evaluation and the collation of views from service users, and similar evaluation tools and systems have been maintained even where specific funding for a core activity has ended.

How does your project engage and empower individuals and/or communities to come together on this issue? Will you be working with people who are particularly excluded?

We are very proud that the Farm can offer 'something for everyone' between our range of bespoke programming and being an open, safe, and inclusive site; and food is at the root of everything we do. Food is a basic need as well as being a building block common to every culture; it crosses all social boundaries. Modern food systems and the impact of high intensity farming are inextricably bound up with the environmental problems that we face as a population, as well as social issues of diet-related health and unequal access to sustainable, quality food, and food education for disadvantaged populations. The Farm offers an accessible and welcoming space for individuals and communities to come together, explore these issues, and be empowered to improve their lives through contact with nature; environmental, rural and nutritional education; making more informed, sustainable lifestyle choices; and accessing fresh, local, organic-standard food.

Is the focus of your project meeting an already identifiable need (acute or otherwise) or are there elements which are preventative and/or incorporate early action?

The Farm is already meeting multiple needs for our local community, including: improving physical and mental health through the provision of green space and volunteering opportunities with animals and gardening; improving community cohesion by bringing communities together and reaching out to isolated and at risk individuals; and providing a working educational model of sustainable farming with associated formal learning opportunities.

Who might you need to work closely with in delivering this project - whether before, during or afterwards?

We will work with all of our service users to ensure that we continue to meet their needs during a period of transition, as well as make the most of the opportunities presented by the expansion of the site to develop programming for them in a meaningful way.

Currently (and more so over the next few months), we are working closely with Crossrail, Costain Skanska, Tower Hamlets Council, and the Museum of London to ensure the land reinstatement works meet our needs and those of our local community, and that the handover and associated administration go smoothly.

We will also continue to work closely with local partners to deliver our training, youth, elders, and volunteering programmes.

Our aim as a funder is to help people move positively between any of the four stages of Surviving, Coping, Adapting and Thriving. For your project at which of these stages will most people begin their journey?

Communities and individuals at all of these stages begin their journey with the Farm. A key strength of the Farm is being a nexus connecting people at different life stages and empowering them to help themselves and each other. For example:

Surviving: A volunteer who arrived suffering from anxiety and depression has developed confidence and employability skills through discovering that she could give emotional support to more high-level needs members of the open volunteering group.

Coping: Another volunteer was living at a local half-way house for ex-servicemen. He spent days on end at the Farm last Summer helping to renovate the Children's Garden. After 6 weeks, he got a job in construction, and moved to his own flat.

Thriving: A thriving community of young mums use the Farm every week. Several have offered skills from their professional backgrounds to give back to the Farm they love.

Will there be any elements of this project that will help you or your beneficiaries to reduce your environmental footprint?

Environmental education is core to the Farm, including promoting reuse, recycling, and upcycling, through education and example. The Farm is a best-practice model of sustainability; we purchase goods and services from ethical suppliers; we compost all animal waste and bedding and reuse it in food growing; we discourage the use of any single-use or disposable items; we have visual examples on site of reuse, including a 'plastic bottle greenhouse' and rubber mulch paths made from recycled tyres; recent buildings have been equipped to use solar power in future; and we now have in place a rain water harvesting system for irrigation.

Funding required for the project

What is the total cost of the proposed activity/project?

Expenditure heading	Year 1	Year 2	Year 3	Year 4	Year 5	Total
Managerial post salary	40,000	40,800	41,616	0	0	122,416
Employer's NI	4,468	4,581	4,695	4,812	0	0
Employer's pension	1,224	1,248	1,273	1,299	0	0
TOTAL:	46,492	47,445	48,416	49,408	0	191,761

What income has already been raised?

Source	Year 1	Year 2	Year 3	Year 4	Year 5	Total
	0	0	0	0	0	0
TOTAL:	0	0	0	0	0	0

What other funders are currently considering the proposal?

Source	Year 1	Year 2	Year 3	Year 4	Year 5	Total
	0	0	0	0	0	0
TOTAL:	0	0	0	0	0	0

How much is requested from the Trust?

Expenditure heading	Year 1	Year 2	Year 3	Year 4	Year 5	Total
Salary and employment on-costs	46,492	47,445	48,416	49,408	0	191,761
TOTAL:	46,492	47,445	48,416	49,408	0	191,761



Who will benefit?

How many people will directly benefit from the grant per year?

123,550

In which Greater London borough(s) or areas of London will your beneficiaries live?

Tower Hamlets

London-wide

Does this project specifically target any groups or communities?

No - open to everyone

This project will specifically work with the following age groups:

0-15/16-24/65-74/75 and over

This project will specifically work with the following gender groups:

This project will specifically work with the following ethnic groups:

Asian/ Asian British (including Indian; Pakistani; Bangladeshi; Chinese; Any other Asian background)

Mixed / Multiple ethnic groups

If Other ethnic group, please give details:

This project will specifically work with Deaf and disabled people:

No

This project will specifically work with LGBTQI groups:

No

This project will specifically work with other groups or communities:

Families, higher-level needs beneficiaries, NEETs

How will you target the groups/communities you have identified? What is your expertise in providing services for these groups?

Family days and activities, supported volunteering sessions. These activities have been successfully run with demonstrable positive impact over many years at the Farm.

Are there any groups or communities you think your organisation will find hard to include through this project?

No

If yes, please specify which groups or communities? Where possible using the categories listed above.

If yes, what steps will you take to make your services accessible to and meet the needs of the groups/communities you have identified?

Declaration

I confirm that, to the best of my knowledge, all the information I have provided in this application form is correct. I fully understand that City Bridge Trust has zero tolerance towards fraud and will seek to prosecute and recover funds in every instance.

Please confirm: Yes Full Name: **Clare Hawkins**

Role within **Chief Executive Officer**
Organisation:

The City Bridge Trust
Assessment Aide Memoire

Organisation Name:	Stepney City Farm Ltd
Ref Number:	
Assessment Visit Date:	
Staff:	

A. Constitution/Articles/Memoranda/Governance	
• Is the constitution/articles/memoranda appropriate & adequate for the size & purpose of the organisation?	
• Does the constitution have an appropriate dissolution clause?	
• Is the organisation generally, and this project, working within its Objects and Area of Benefit?	
• Is there an appropriate number of MC Members/Trustees?	
• Does the MC meet at appropriate frequency? • What were the dates of the last 2 meetings and/or AGM?	
• Is there induction/training for Trustees/MC?	
• Is there a regular skills audit of the trustees? <i>Sometimes found within Annual Report</i>	
B. Legal/Financial Issues	
• Are there any issues to be raised regarding previous returns to regulatory body (e.g. Charity Commission)	
• Are appropriate payment authorisation systems in place?	
• Is there a minimum of 2 signatories required on cheques/online payments? <i>(NB – NatWest and HSBC online systems!)</i>	
• At what value are Trustees required to sign cheques/online payments?	
• Are there written financial procedures in place and in use?	
• Are any of the cheque/online payments signatories related to each other or do any of the signatories live at the same address?	

/Cont...

/Cont...

<ul style="list-style-type: none"> Who manages the organisation's payroll? <i>(If contracted out confirm that Inland Revenue is being paid as required)</i> 	
<ul style="list-style-type: none"> Do the trustees receive regular and timely management accounts? 	
<ul style="list-style-type: none"> Are creditors paid monthly/within appropriate timescale? 	
<ul style="list-style-type: none"> Are volunteer expenses reimbursed appropriately, especially Disabled volunteers? Do you actively encourage/support Disabled people as volunteers? 	
<ul style="list-style-type: none"> Are payments made to trustees? If yes, does the constitution allow for this? Has the Charity Commission approved the payment? 	
<ul style="list-style-type: none"> Are all salary payments on the books (no cash in hand)? 	
<ul style="list-style-type: none"> Are there any monies owed to Inland Revenue? <i>(can check from Accounts)</i> 	
<ul style="list-style-type: none"> Have you auto-enrolled all your employees to a workplace pension scheme? 	
<ul style="list-style-type: none"> Do you pay all staff at least the London Living Wage? 	
C. Safeguarding	
<ul style="list-style-type: none"> Are there any issues to be raised arising from the written policy? 	
<ul style="list-style-type: none"> When was the last time the Policy was reviewed/updated (and/or how often is it reviewed)? <i>NB policies should be dated and reviewed at least every 2 years</i> 	
<ul style="list-style-type: none"> Who provides/has provided your Safeguarding training and when did the most recent training take place? 	
<ul style="list-style-type: none"> How do you ensure trustees, beneficiaries, staff and volunteers know about your safeguarding policies and procedures? 	
<ul style="list-style-type: none"> What are the mechanisms for reporting concerns or incidents? (Eg how reports are escalated upwards and to whom) 	

/Cont...

<ul style="list-style-type: none"> • Who is the Safeguarding lead on the staff team? • And on the Trustee Board? 	
<ul style="list-style-type: none"> • Have staff (and volunteers/others) been DBS checked if necessary? 	
<ul style="list-style-type: none"> • Have you had any Safeguarding incidents in the past 18 months? (If yes, get some info on what and how resolved) 	
<ul style="list-style-type: none"> • Does there need to be a condition on any grant with regard to Safeguarding and/or some additional funds for training etc? 	
D. Other considerations	
<ul style="list-style-type: none"> • Are there any issues arising from any previous funding from the Trust? 	
<ul style="list-style-type: none"> • Are the premises suitable for the proposed activity (if relevant)? 	
<ul style="list-style-type: none"> • Does the organisation need or wish to be signposted for any capacity building support? 	
E. Additional questions for CICs where necessary	
Why did you choose to be a CIC rather than, say, a charity? (<i>There are more "restrictions" on charities but CICs don't get tax benefits</i>)	
Does the organisation have a reserves policy in place? (<i>although not required for CICs it is good practice/provides reassurance</i>)	
What are the salary bands across the organisation for bands over £50k (and are they appropriate?)	
Do the accounts show substantial commercial income?	
How is the work of the organisation shaped by service-users (eg is there a separate advisory group or similar)	

Appendix - General prompts if needed/relevant

GDPR reminders

Are they aware of GDPR? Have they made any specific changes to be compliant?

How do they collect and store info on their service users?

What steps do they take to make sure those records are secure?

Social Investment reminders

Is the organisation looking to buy property for itself or its service users in the coming months?

Is the organisation looking to develop / expand a trading operation that will generate revenue?

For either of the above, has the organisation already got finance in place for this?

Any other points to note?

THE CITY BRIDGE TRUST

Logging on Sheet

Stepney City Farm Ltd

Proposal ID: 15409

Date Received:	12/04/2019	Staff:	Ksenia Trifonova
Borough Base:	Tower Hamlets	Borough Benefit:	Tower Hamlets
Contact Details:	Ms Clare Hawkins Stepney City Farm Stepney Way London, Greater London E1 3DG Tel: 020 7790 8204		
Requested Amounts:			Total: £191,761
Yr 1: 46,492	Yr 2: 47,445	Yr 3: 48,416	Yr 4: 49,408
			Yr 5: 0

Proposal Summary:

Management of a working urban farm (and its upcoming expansion) - an educational resource free and open to the public six days per week, with a range of inclusive programmes.

Main Category: Connecting the Capital

Previous Funding History:

Status	Recommendation	Amount	Scheme	Meeting	Staff
Not Allocated		£0	Bridging Divides		KT
Withdrawn	Following detailed discussions with your officer and significant (positive) changes in the farm's overall position, the organisations wishes to withdraw this application and re-submit at a later date.	£0	Working with Londoners	09/09/2010	SG
Archived	£90,000 over three years (3 x £30,000) towards the costs of a project manager for the city farm.	£90,000	Working with Londoners	14/10/2010	JNM
Rejected	An unrealistic bid which, despite clarifying requirements with your Grants Officer, does not sufficiently address your programme outcomes for Improving the Environment	£0	Investing in Londoners	11/05/2017	JXM
Active Grant	£45,600 over 1 year for the salary costs of the f/t CEO to provide strategic leadership and successful expansion of the site, ensuring sustainability of the organisation.	£45,600	Investing in Londoners	06/07/2018	KAM

0

High Risk

*overspending
low free reserves.*

Coding: Please complete at initial sift

1. Circumstances of Beneficiaries

(Check all that apply)

<input type="checkbox"/>	Addictions
<input type="checkbox"/>	Alcohol
<input type="checkbox"/>	Drugs
<input type="checkbox"/>	Gambling & Other
<input type="checkbox"/>	General
<input type="checkbox"/>	At risk of offending & gang members
<input type="checkbox"/>	BAME
<input type="checkbox"/>	Carers & their families
<input type="checkbox"/>	Charities/ voluntary, community and social enterprise sector organisations
<input type="checkbox"/>	Children or young people
<input type="checkbox"/>	Disabled
<input type="checkbox"/>	Excluded or at risk of exclusion from school
<input type="checkbox"/>	Experiencing mental health issues
<input type="checkbox"/>	Experiencing poverty, financial hardship or debt
<input type="checkbox"/>	Faith Community member
<input type="checkbox"/>	Former members of the armed forces & their families
<input type="checkbox"/>	Homeless/previously or at risk of becoming homeless
<input type="checkbox"/>	Immigrants recently arrived in the UK

<input type="checkbox"/>	In Care or Leaving Care
<input type="checkbox"/>	Isolated or at risk of become isolated
<input type="checkbox"/>	Lesbian, Gay, Bisexual or Transgender (LGBT)
<input type="checkbox"/>	Living in overcrowded or unsuitable accommodation
<input type="checkbox"/>	None
<input type="checkbox"/>	Offenders, Ex-Offenders & their families
<input type="checkbox"/>	Older people
<input type="checkbox"/>	Open to all
<input type="checkbox"/>	Other Charities
<input type="checkbox"/>	Refugees & Asylum Seekers
<input type="checkbox"/>	Unemployed, NEET & 'Not Known'
<input type="checkbox"/>	<i>Continues overleaf</i>
<input type="checkbox"/>	Victims/Survivors of Crime & Abuse
<input type="checkbox"/>	Bullying or other forms of abuse
<input type="checkbox"/>	Domestic violence & abuse
<input type="checkbox"/>	General
<input type="checkbox"/>	Hate crime
<input type="checkbox"/>	Sexual abuse
<input type="checkbox"/>	Torture or human rights abuses
<input type="checkbox"/>	Trafficking
<input type="checkbox"/>	Vulnerable & At-Risk Families
<input type="checkbox"/>	Women and girls

2. Organisation Type/Project Type

(Check all that apply)

Org. type ✓	Project type ✓	
<input type="checkbox"/>	<input type="checkbox"/>	Campaigning, Advocacy & Law
<input type="checkbox"/>	<input type="checkbox"/>	Advice provider (money, debt, housing)
<input type="checkbox"/>	<input type="checkbox"/>	Advocacy organisation
<input type="checkbox"/>	<input type="checkbox"/>	Civic Association
<input type="checkbox"/>	<input type="checkbox"/>	Crime prevention & public safety
<input type="checkbox"/>	<input type="checkbox"/>	Equalities Organisation (race, gender, LGBT)
<input type="checkbox"/>	<input type="checkbox"/>	Human rights association
<input type="checkbox"/>	<input type="checkbox"/>	Legal services
<input type="checkbox"/>	<input type="checkbox"/>	Rehabilitation of Offenders
<input type="checkbox"/>	<input type="checkbox"/>	Victim Support
<input type="checkbox"/>	<input type="checkbox"/>	Culture & Recreation
<input type="checkbox"/>	<input type="checkbox"/>	Amateur Sports
<input type="checkbox"/>	<input type="checkbox"/>	History & Literary

<input type="checkbox"/>	Media & Communications
<input type="checkbox"/>	Museums
<input type="checkbox"/>	Other
<input type="checkbox"/>	Performing arts (dance, music, theatre)
<input type="checkbox"/>	Service Club
<input type="checkbox"/>	Social Club
<input type="checkbox"/>	Sports
<input type="checkbox"/>	Visual arts, architecture
<input type="checkbox"/>	Economic & Social Development
<input type="checkbox"/>	Community & Neighbourhood Organisations
<input type="checkbox"/>	Economic Development (Inc. Credit Unions)
<input type="checkbox"/>	Employment Support & Training
<input type="checkbox"/>	Vocational/Skills Training
<input type="checkbox"/>	Education
<input type="checkbox"/>	Adult Education
<input type="checkbox"/>	After School Club
<input type="checkbox"/>	Basic Skills (Literacy, numeracy)
<input type="checkbox"/>	ESOL
<input type="checkbox"/>	Higher Education
<input type="checkbox"/>	Primary & Secondary Education
<input type="checkbox"/>	Supplementary School

O	P
	Employment & Training
	Apprenticeships
	Careers Information, Advice & Guidance
	Employability Training
	Mentoring
	NEET Support
	Supported Employment
	Taster Sessions
	Traineeships
	Vocational Training & Guidance
	Work Experience & Placements
	Environment
	City Farm
	Energy efficiency
	Environment Beautification & Open Spaces
	Food growing
	General Environmental Awareness/Education
	Natural Resources conservation & protection
	Pollution Control
	Recycling/waste reduction
	Species Conservation/Biodiversity Promotion
	Grant-making Foundations
	Health
	Advice & Information
	Alternative Therapy & Treatment
	Crisis Intervention
	Health Education Promotion
	Hospice
	Hospital
	Mental Health
	Nursing Home
	Public Health Education
	Rehabilitation
	Sexual
	Housing & Homelessness
	Day Centre
	Hostel / Shared Housing
	Housing Assistance
	Housing Association
	Night Shelter
	Street-work service
	International
	Organisational Support
	Brokerage
	CVS
	Facilities

O	P
	Specialist Organisational Support
	Umbrella Organisation
	Volunteer Centre
	Other
	Religion
	Church
	Faith-based Community Organisation
	Mosque
	Synagogue
	Temple
	Research
	Medical Research
	Science & Technology
	Social Science, Policy Studies
	Social Services
	Adventure Playground
	Befriending / Home Visiting
	Carers' Support
	Child Welfare & Services
	Community Centre / Neighbourhood Association
	Community Transport
	Day Centre/Lunch Club
	Disaster Relief
	Family Support
	Food poverty
	Help-line
	Income Assistance (i.e. foodbanks)
	Income Support & Maintenance
	Independent Living
	Mediation/Conflict Resolution
	Parent Support
	Refuge (Survivors of Domestic Violence)
	Rehabilitation of Offenders
	Self-Help Groups
	Services for the Elderly
	Temporary Shelter
	Trafficking Support
	Uniformed Groups & Youth Clubs

The City Bridge Trust

Bridging Divides: Application for a grant



About your organisation

Organisation Details

Name of your organisation: Stratford Circus Arts Centre	
If your organisation is part of a larger organisation, what is its name? n/a	
In which London Borough is your organisation based? Newham	
Contact person: Ms Mia Gulati	Position: Development Manager
Website: http://www.stratford-circus.com	Social Media Accounts: SCAC: 1. twitter.com/StratfordCircus 2. facebook.com/stratfordcircus1/ 3. instagram.com/stratford_circus BLUE SKY ACTORS: 1. twitter.com/Blue_Sky_Actors 2. www.facebook.com/blueskyactors 3. www.stratford-circus.com/creative-learning/blue-sky-actors/
What Quality Marks does your organisation currently hold? N/A	

Legal Status

Legal status of organisation: Registered Charity			
Charity Number: 1145183	Company Number: 07828129	CIC Number:	Bencom Number:
When was your organisation established? 21/12/2011			
Aims of your organisation: Situated in one of the most culturally diverse and yet socio-economically deprived boroughs in the country and with low levels of arts engagement - Stratford Circus Arts Centre is a place where the most exciting performing artists make work with children and young people, with a focus on creating original shows that reflect communities local to us. We believe access to art brings joy, empowers people and brings them together. Based in the heart of Stratford, our work is influenced by our strong relationships with diverse communities in London Borough Newham and East London, and we respond to that environment using creativity as a tool for improving social outcomes. Originating in 2001 Blue Sky Actors has been resident at Stratford Circus Arts Centre. As a disability led ensemble its aims are founded on inclusive theatre which includes challenging prejudice; raising the profile of disability-led arts and supporting adults with disabilities to realise their potential.			

Main activities of your organisation:

Stratford Circus Arts Centre is a community hub, a performing arts centre and an important local resource that uses the arts as a tool to facilitate social change. Our venue, with an open access foyer, café and flexible multi-use spaces including two theatres has enabled us to deliver varied services since our independent charity status in 2011.

We deliver, co-commission and stage theatre-based arts, develop artists, offer creative learning projects with pathways to employment and run participatory activity for hard to reach demographics. We are driven by the needs of communities local to us and believe passionately in the power of the arts to change lives. Through the arts we deliver positive outcomes for educational attainment, skills progression and well-being. In 2017/18 128,826 people engaged with us in our building and off-site through artistic and community work and we had 9,786 participants in our creative learning programme.

Your Staff & Volunteers

Full-time:	Part-time:	Trustee/Board members:	Active volunteers:
15	1	8	6
Do you have a Safeguarding policy? Yes			
Are the following people in your organisation subject to DBS checks?			
Paid Staff Yes	Volunteers Yes	Trustees / Management Committee Members No	

Property occupied by your organisation

Is the main property owned, leased or rented by your organisation?	If leased/rented, how long is the outstanding agreement?
Leased	Currently being renegotiated

Environmental Impact**What action have you taken in the past year to progress environmentally sustainability principles and practice?**

Stratford Circus Arts Centre received grant funding from the local authority and Arts Council of England which enabled the delivery of essential planned works and the building is now in a much improved condition. Certain elements of the works have dramatically improved the building's sustainability. Significantly a new double air lock front door was installed to the front of the building, reducing the energy lost from the foyer and keeping the area warmer. During 2015 we participated in the Mayor of London's Energy Re:Fit programme, carried out by British Gas and supported by Arts Council England. This consisted of installing LED lamps throughout the building as far as possible. We were advised that the new installation had achieved an 11% reduction on the overall site electrical consumption, which has meant an important energy and carbon saving as well as an annual financial saving.

Finance Details

Organisation Finances

	Year of most recent audited / examined accounts	Current financial year forecast	Next financial year budget
End of financial year date	31/03/2018	31/03/2019	31/03/2020
Grants & donations:	£677,108	£713,507	£705,222
Earned income:	£543,729	£612,087	£615,258
Other income:	£96,650	£200,198	£157,479
Total income:	1,317,487	£1,525,792	£1,477,959
Charitable activity costs:	£722,940	£766,565	£751,229
Cost of raising funds:	£43,195	£44,469	£46,257
Other costs:	£607,752	£677,179	£676,418
Total expenditure:	£1,373,887	£1,488,213	£1,473,904
Free unrestricted reserves held at year end:	£31,811	£69,934	£73,989
What is your organisation's reserves policy? SAT Trustees have agreed to build a minimum reserves level of 3 months operating funds equivalent to £180,000 at current costs. This target is set for 2022 and will be achieved through prudent financial management and growth of current services. The business is also investigating further income streams to spread risk. The current level of unrestricted reserves is £31,811.			
For your most recent financial year, what % of your income was from statutory sources? 1-10%			

Organisational changes

Describe any significant organisational changes to your structure, financial position or core activities since the date of your most recent accounts.

N/A

Grant Request

Which of the Trust's programmes and priority areas will your application deliver?

Connecting the Capital

Which of the programme outcome(s) does your application aim to achieve?

Connecting the Capital/Londoners experiencing inequality or disadvantage have greater wellbeing and independence through improved access to arts, sports and other community facilities and services

Connecting the Capital/Londoners experiencing inequality or disadvantage are better heard and represented leading to better decision-making

Please describe the purpose of your funding request in one sentence.

To provide continuation two year funding for Blue Sky Actors project to support personal and professional development for each actor and a programme of professional productions.

When will the funding be required? **01/09/2018**

Is this request to continue work that is currently funded or has been funded in the last year by:

City Bridge Trust?

Another funder? (if so which)

Yes

How much funding are you requesting?

Year 1:
£35,994

Year 2:
£35,994

Year 3:
£0

Year 4:
£0

Year 5:
£0

Total Requested: £71,988

What 3 main differences or outcomes do you want to achieve through your funding proposal?

Overcome isolation, loneliness and increase in confidence

Regular rehearsals and performances (to peers, families & friends) give individuals a sense of community and social interaction which greatly increases confidence and decreases feelings of loneliness. Participants have a sense of pride in the contribution they make to it.

Progress personally and professionally

By supporting each member to fulfill their individual goals we will create opportunities for members to find their own paid work in the sector or enable them to seek funding for their own creative projects in the future using our networks.

Be better represented in the wider community

This project changes overt and covert prejudices towards those with physical/learning disabilities. We will challenge these prejudices with theatre that promotes social change, whilst having high artistic standards in front of diverse audiences. This will make a difference to the participants and society alike.

What are the main activities or outputs you will deliver to achieve these differences?

The creation and development of three high-quality productions annually by adults with learning difficulties and disabilities. This comprises of skills development for individuals, master-classes and workshops in theatre skills and three ten-week rehearsal sessions with the artistic director and artistic enablers.

The personal and professional development of individuals using goal-setting with support to enable participants to work towards aims throughout the project.

Support for lead actors with their individual projects, including support with auditions and productions, empowering and encouraging them to be role models for other actors with disabilities and the wider community.

You and your grant request

What, specifically, are you applying for (your project)?

Stratford Circus Arts Centre's creative learning programme includes the Blue Sky Actors project, a disability-led theatre ensemble for adults with learning difficulties or disabilities. Led by Ray Downing, Artistic Director, the ensemble is open to all comers of different abilities and ages for enjoyment and learning. It meets every Saturday afternoon and develops originally devised issue-led theatre leading to public performances including, recently, *The Unusual Suspects* and *Alice in Winterland*.

The beneficiaries are local people attending from Newham and other boroughs and are of all ages and backgrounds. The total membership is 30 and an average of 28 people attend on a regular basis at the Saturday afternoon rehearsal sessions. In addition are family members, friends, carer networks and audience members.

We are requesting a grant for a further two years to contribute towards wider public awareness, creative professional development and greater levels of support and skills-enhancement for individual members.

How will the project described achieve your stated outcomes?

This grant will support Blue Sky Actors to:

- ? Increase in confidence
- ? Overcome isolation and feelings of loneliness
- ? Progress personally and professionally
- ? Be better represented in the wider community
- ? Feel greater levels of inclusion within the community

Many people with disabilities feel invisible and face ongoing routine discrimination leading to low self-esteem and aspirations. This project supports increased positive visibility and engagement of persons with disabilities which shifts expectations of the role and contribution of persons with disabilities, reducing societal stigma and opening up further opportunities for participation in all aspects of life.

Members of Blue Sky Actors (and by extension their families) gain huge benefits from engaging with this weekly activity. A continuation grant would extend that benefit educationally, artistically, and socially. Additionally, it would extend performance opportunities which would in turn bring wider exposure to participants and for more people to experience disability-led theatre.

How do you know there's a need for this work?

Disabled people are particularly limited in their cultural opportunities, due to access and other barriers, and have an average national engagement rate of 50%. With an engagement rate in Newham of less than 20%, and the closures of Day Opportunities Service, the level of engagement by disabled residents is less than 10%.

The lack of opportunity to participate in typical leisure activities, intensifies the invisibility of those with disabilities in mainstream society. An empowering project such as Blue Sky Actors is therefore extremely popular. The project is heavily over-subscribed and there is a long waiting list for new applicants. The current cohort number thirty which is the maximum number of attendees that the project can work with to ensure an impactful experience and to allow the artistic enablers and the artistic director to work with all participants on an individual level and to produce a high standard ensemble production.

How will the work be delivered - specifically, what will you do?

Blue Sky Actors is a thirty-strong collective of actors of all abilities who come together for the enjoyment of theatre and the sense of community gained from engaging in a group activity. Every week they gain new skills, social interaction and valuable peer support.

This project will deliver:

- ? Weekly rehearsals of original new plays during term-time to develop and deliver a ticketed professional production at the end of each term to friends, family and the general public
- ? Professional support from artistic director and artistic enablers
- ? Two professional performances staged annually at Stratford Circus Arts Centre
- ? Industry professional masterclasses for the whole group
- ? Regular skills training workshops
- ? Mentoring sessions
- ? Signposting opportunities for individual actors
- ? Bespoke personal and professional development sessions for individual actors
- ? Lead actors supported with their individual projects.

Why are you the right organisation to do this work?

We have a strong track record of working with people with disabilities and learning difficulties with many flagship projects including:

Blue Sky Actors project since 2001 under the leadership of the artistic director Ray Downing
Specialist theatre productions for children and young people with profound and multiple learning disabilities (PMLD)

Presenting the best national disability-led theatre companies such as Extant and Graeae on our main stage

Stratford Arts Social project ? events for older adults experiencing isolation

We are an experienced venue for disabled participants & audiences with movable seating, wide aisles, disabled toilets & dressing rooms, hearing loops, lifts and regular access training.

Staff hold enhanced DBS and are familiar with policies, including Vulnerable Adult Protection & Equal Opportunities Policies.

The building benefits from being in the heart of Stratford and very near local and national transport.

We have strong link to local communities, arts companies, care & education sectors.

How does your work complement and not duplicate other services within your area?

There are disability-led ensembles in other boroughs but similar to Newham there are not enough to cope with demand for places. This project complements and supports the ecology of artistic projects tailored to people with disabilities and actors are regularly signposted to other opportunities due to the close network of Ray Downing and SCAC.

Newham has high levels of residents classed as disabled (17% of working age) and 74% of people with a disability also have a work-limiting disability (compared to London average of 60%). Unemployment and economic inactivity rates of such individuals is much higher than those with just one type of disability (Newham's Economic Assessment 2010 to 2027).

Lack of employment opportunities, and the access barriers that disabled people and especially artists face in networking, make it extremely difficult for disabled people to make a career in the arts, even though many jobs are highly suited to them.

How will you ensure that your project will hear and represent the views and needs of disadvantaged people and/or diverse communities?

This project is tailored to the needs of individuals. Blue Sky Actors enables individuals to be empowered to create, work with their strengths, challenge their weaknesses & be allowed to play in a safe & supportive atmosphere greatly increasing their confidence and skills level. The performances are devised so that everyone performs to the best of their abilities and the roles are selected according to their strengths. Some participants have additional skills in singing and dancing for example, and they are often given performance time to perform solo in front of the audience? this is incredibly empowering for them. Each individual has 1-1 time every term to set personal and professional (acting and general work skills) goals which is bespoke. For example some members wish to secure an agent, whilst others wish to increase general professional skills such as answering emails.

How does your project engage and empower individuals and/or communities to come together on this issue? Will you be working with people who are particularly excluded?

Participants have a range of disabilities and learning difficulties with additional mental health needs. These include Asperger's Syndrome, Dyslexia, Muscular Dystrophy, Epilepsy, Downs Syndrome, ADHD, Autism and Cerebral Palsy. Many of them may have low socio-economic status due to their disabilities. People with disabilities struggle to establish a sense of a valuable self and engaging in the arts can help them to raise self-esteem.

Our focus is that regardless of background and ability, people have a chance to take part in the performing arts. We use the arts as a way to engage everybody but especially people from extremely excluded or under-represented communities in this socially inclusive theatre programme. Involvement in this project helps to tackle issues on stage and promote choices and needs off stage that can provide an opportunity for people with disabilities and their networks to advocate for their rights.

Is the focus of your project meeting an already identifiable need (acute or otherwise) or are there elements which are preventative and/or incorporate early action?

Less than 3% of workers and less than 1% of freelance contractors in Arts Council-funded organisations are disabled. This inevitably affects organisations' policies, practices and programming, with disabled people seldom seeing their lives represented within the wider culture. Lack of employment opportunities, and access barriers that disabled artists face in networking, make it extremely difficult for disabled people to make a career in the arts, even though many jobs are highly suited to them.

We believe that the Blue Sky Actors project provides preventative / early action as it increases participants' social networks, performance and public speaking skills which leads to increased wellbeing and confidence and better employability. Some of the participants want to be professional actors, but because of their additional learning difficulties and disabilities, barriers to finding paid acting work become almost insurmountable. Other participants value the social networks and find the regularity of the sessions to be therapeutic.

Who might you need to work closely with in delivering this project - whether before, during or afterwards?

Blue Sky Actors project is part of an ecology which relies on support from many organisations and networks. This includes other disability-led theatre ensembles such as Face Front Inclusive Theatre, Act Up Newham and Blink Dance Theatre. The project also works closely with arts industry professionals such as production, technical and drama specialists. Individual participants are usually supported by family members, carers and care workers and staff work together with participants to ensure that they are supported and encouraged in a safe atmosphere. Recently Blue Sky Actors worked with disability charity Mencap to create a series of instructional stories regarding sexual health and education. We will explore continuing partnership with Mencap and other national disability charities.

Our aim as a funder is to help people move positively between any of the four stages of Surviving, Coping, Adapting and Thriving. For your project at which of these stages will most people begin their journey?

Most participants will begin their journey at the coping stage. Participants of the project have learning difficulties, disabilities and sometimes more than one disability. These include: Asperger's Syndrome, Dyslexia, Muscular Dystrophy, Epilepsy, Downs Syndrome, ADHD, Autism, Global Delay Disorder and Cerebral Palsy. In addition, they may have other physical health issues and mental health needs. Participants may suffer from low self-esteem and lack of confidence due to stigma and discrimination. This project helps those individuals to discover their self-expression in a supportive safe environment. Over time this helps them to become more confident and independent.

Will there be any elements of this project that will help you or your beneficiaries to reduce your environmental footprint?

The environmental impact of Blue Sky Actors is very low.
Scripts for performances need to be printed in large size fonts for accessible reading ? however each participant is given a bound folder and this prevents the need for repeat printing.

Funding required for the project

What is the total cost of the proposed activity/project?

Expenditure heading	Year 1	Year 2	Year 3	Year 4	Year 5	Total
The Blue Sky Actors Rehearsals Schedule	15,250	15,250	0	0	0	0
Lead Artists Scheme	660	660	0	0	0	0
Professional Development Scheme	2,500	2,500	0	0	0	0
Professional Production 1 (Sept-Dec) x 2 years	3,642	3,642	0	0	0	0
Professional Production 2 (Jan - Mar) x 2 years	3,607	3,607	0	0	0	0
Research and Development Projects x 2 years	2,108	2,108	0	0	0	0
Project Management and Coordination	11,544	11,544	0	0	0	0
Evaluation	2,200	2,200	0	0	0	0
Core Costs	3,321	3,322	0	0	0	0

TOTAL:	44,831	44,832	0	0	0	0
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What income has already been raised?

Source	Year 1	Year 2	Year 3	Year 4	Year 5	Total
Income from ticket sales x 2 years (estimated based previous years)	750	750	0	0	0	0
Income from Blue Sky Actors classes x 2 years	1,500	1,500	0	0	0	0
Support in kind: Stratford Circus Arts Centre	4,087	4,087	0	0	0	0

TOTAL:	0	0	0	0	0	0
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What other funders are currently considering the proposal?

Source	Year 1	Year 2	Year 3	Year 4	Year 5	Total
The Charles S French Charitable Trust	2,500	2,500	0	0	0	0
TOTAL:	0	0	0	0	0	0

How much is requested from the Trust?

Expenditure heading	Year 1	Year 2	Year 3	Year 4	Year 5	Total
The Blue Sky Actors Rehearsals Schedule	15,250	15,250	0	0	0	0
Lead Artists Scheme	0	0	0	0	0	0
Professional Development Scheme	0	0	0	0	0	0
Professional Production 1 (Sept-Dec) x 2 years	3,642	3,642	0	0	0	0
Professional Production 2 (Jan - Mar) x 2 years	3,607	3,607	0	0	0	0
Research and Development Projects (August) x 2 years	0	0	0	0	0	0
Project Management and Coordination	8,436	8,436	0	0	0	0
Evaluation	2,200	2,200	0	0	0	0
Core Costs	2,859	2,859	0	0	0	0

TOTAL:	35,994	35,994	0	0	0	0
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Who will benefit?

How many people will directly benefit from the grant per year?

270

In which Greater London borough(s) or areas of London will your beneficiaries live?

Newham

Hackney

Redbridge

Hammersmith & Fulham

London-wide

Does this project specifically target any groups or communities?

Yes - please enter details below

This project will specifically work with the following age groups:

16-24/25-44/45-64

This project will specifically work with the following gender groups:

Male

Female

This project will specifically work with the following ethnic groups:

Asian/ Asian British (including Indian; Pakistani; Bangladeshi; Chinese; Any other Asian background)

Black/ African/ Caribbean/ Black British (including African; Caribbean; Any other Black/ African/ Caribbean background)

Mixed / Multiple ethnic groups

White (including English/ Welsh/ Scottish/ Northern Irish/ British; Irish; Any other White background)

If Other ethnic group, please give details:

This project will specifically work with Deaf and disabled people:

Yes

This project will specifically work with LGBTQI groups:

No

This project will specifically work with other groups or communities:

How will you target the groups/communities you have identified? What is your expertise in providing services for these groups?

Stratford Circus Arts Centre has been delivering this project under the artistic leadership of Ray Downing since 2001.

Are there any groups or communities you think your organisation will find hard to include through this project?

No

If yes, please specify which groups or communities? Where possible using the categories listed above.

If yes, what steps will you take to make your services accessible to and meet the needs of the groups/communities you have identified?

Declaration

I confirm that, to the best of my knowledge, all the information I have provided in this application form is correct. I fully understand that City Bridge Trust has zero tolerance towards fraud and will seek to prosecute and recover funds in every instance.

Please confirm: Yes Full Name: **Mia Gulati**

Role within **Development Manager**
Organisation:

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Bridging Divides: Application for a grant

About your organisation

Organisation Details

Name of your organisation:

THE FRENCH PROTESTANT CHURCH OF LONDON

If your organisation is part of a larger organisation, what is its name?

In which London Borough is your organisation based?

Westminster

Contact person:

Mrs Benedicte Fougier

Position:

Vice-President of the Consistory

Website:

<http://www.egliseprotestantelondres.org.uk/en/>

Social Media Accounts:

<https://www.facebook.com/egliseSoho>

What Quality Marks does your organisation currently hold?

Legal Status

Legal status of organisation: **Registered Charity**

Charity Number:

1070623

Company Number:

CIC Number:

Bencom Number:

When was your organisation established? **24/07/1950**

Aims of your organisation:

The French Protestant church is the last descendant of the 48 Huguenot churches which existed in England in the 18th century.

Its aims directly relate to its early roots of being a community of refugees fleeing persecutions and are threefold:

1- to promote, since its foundation by Edouard VI in 1550, Christian faith to the diverse and ever-changing French speaking community of Reformed tradition.

2- to be one of the cultural landmarks of central London in:

- opening the stunning Grade II* premises to a large public for concerts, conferences, art exhibitions, theatre performances and workshops;

- affirming its role as Huguenot centre in building on its unique collection of rare books and archives dating back from the 16th century;

3- to do charitable work at two levels: by financially supporting charities we have strong links with to allow vulnerable people, London based, to access relief more easily and by helping directly members of our community in need.

Main activities of your organisation:

1- Providing a spiritual place for everyone to find peace, contemplation and reflection with a strong focus on the French speaking community (mostly French national or African francophones), its new-comers, young students or professionals to facilitate their integration and wellbeing. Other churches, like Malagasies, regularly use the place.

2- Conservation and diffusion of our unique heritage to make it widely known and accessible: offering free resources on our bilingual website; widening our outreach through open days with self-guided leaflet (see Open House 2018); hosting conferences, concerts, theatre performances; opening the Library to researchers and tailored visits; Increasing the awareness of the Huguenot heritage in collaboration with the Huguenot Museum, Huguenot Society, Huguenot of Spitalfields...

3- Helping a wide range of charities such as the French Clinic, Notre Dame Refugee Centre, Shelter, Refugee council and sustaining active links with charities we support, such as Jonas Foundation's youth choir which takes part in services. Collections of clothes and toiletry are regularly organised.

Your Staff & Volunteers

Full-time:	Part-time:	Trustee/Board members:	Active volunteers:
1	0	10	11
Do you have a Safeguarding policy? Yes			
Are the following people in your organisation subject to DBS checks?			
Paid Staff Yes	Volunteers Yes	Trustees / Management Committee Members Yes	

Property occupied by your organisation

Is the main property owned, leased or rented by your organisation?	If leased/rented, how long is the outstanding agreement?
Owned	

Environmental Impact**What action have you taken in the past year to progress environmentally sustainability principles and practice?**

The Church is committed to improve its overall sustainability within the constraints of the existing building.

In the past year, we have mainly focused our efforts on:

- reducing the consumption of paper by switching to online communication and soft copies when possible. Newsletters, invitations ? are now exclusively sent by email as all events are advertised directly on our website and/or social media;
- improving our recycling imprint by introducing new recycling bins with clear labels in our facilities;
- strongly encouraging our volunteers and members to use public transport to access our location.

The refurbishment proposal strongly focuses on reducing our environmental footprint by switching to LED light fittings, replacing boiler and radiators by new more efficient ones and improving the thermal insulation of the premises.

We are planning to apply for a free eco-audit via City Bridge Trust following completion of the redevelopment.

Finance Details

Organisation Finances

	Year of most recent audited / examined accounts	Current financial year forecast	Next financial year budget
End of financial year date	31/12/2017	31/12/2018	31/12/2019
Grants & donations:	£443,467	£309,882	£342,400
Earned income:	£5,727	£5,970	£2,000
Other income:	£6,499	£5,000	£5,000
Total income:	455,693	£320,852	£349,400
Charitable activity costs:	£15,783	£2,022	£6,000
Cost of raising funds:	£2,810	£1,200	£1,500
Other costs:	£108,237	£232,658	£829,300
Total expenditure:	£126,830	£235,880	£836,800
Free unrestricted reserves held at year end:	£604,969	£689,941	£202,541
What is your organisation's reserves policy? The Trustees maintain unrestricted reserves for a minimum of one to a maximum of three years? budgeted expenditure (£120k - £360k). The amount of the Church's reserves were £222k at market value on 31 December 2017.			
For your most recent financial year, what % f of your income was from statutory sources? 0%			

Organisational changes

Describe any significant organisational changed to your structure, financial position or core activities since the date of your most recent accounts.

N/A

Grant Request

Which of the Trust's programmes and priority areas will your application deliver?
Connecting the Capital/Access Improvements to community buildings

Which of the programme outcome(s) does your application aim to achieve?
Connecting the Capital/Local communities have better, more sustainable, assets (financial, physical, environmental)
Connecting the Capital/Londoners experiencing inequality or disadvantage have greater wellbeing and independence through Improved access to arts, sports and other community facilities and services

Please describe the purpose of your funding request in one sentence.
Ensuring the redevelopment of our unique Grade II* heritage building is accessible and inclusive to the community providing an enriching experience of the building, its history, future services and events.

When will the funding be required? **01/04/2019**

Is this request to continue work that is currently funded or has been funded in the last year by:

City Bridge Trust?

Another funder? (if so which)

No

How much funding are you requesting?

Year 1:
£91,550

Year 2:
£6,550

Year 3:
£0

Year 4:
£0

Year 5:
£0

Total Requested: £98,500

What 3 main differences or outcomes do you want to achieve through your funding proposal?

Achieving independent access for disabled people to the Grade II* building: allowing people to move easily and safely into the building and have equal use facilities as well as to visit the space during open days, historical visits or come to concerts, conferences or simply shelter from noise and stress.

Welcoming in our newly renovated basement's rooms all people regardless of disabilities or impairments:

* Increasing the use of the space for community events, charitable activities, art or musical rehearsals and workshops as well as commercial hire;

* providing an environment that is in line with Equality Act legislation.

Improved experience for people with sensory impairment: allowing people with a hearing loss to participate fully during conferences, cultural activities via an effective hearing loop system and people with a visual impairment to have an improved experience by providing large print label books.

What are the main activities or outputs you will deliver to achieve these differences?

Providing step free access to the main historical space of the Grade II* building and basement to improve visitor journey (by forming a new sloped route through the side entrance, modifying the doors for automated ones, installing a lift and providing a clear signage of the accessible side entrance)

Providing accessible WC facilities to support wheelchair users and people with impaired mobility, by installing a new wheelchair accessible WC at basement level and a new ambulant WC at ground level

Installation of a hearing loop system suitable for the church and basement spaces, by:

- in year 1, engaging a company to assess suitable hearing loop system to link to PA system and basement space;
- in year 2, installing the hearing loop system.

You and your grant request

What, specifically, are you applying for (your project)?

The grant will enable us to implement the recommendations of the Access Audit completed by a NRAC consultant (04/2018) during the redevelopment of our Grade II* building. It will allow everyone, including older people and people with disabilities, to visit our premises and create equal and non-discriminatory opportunities to experience the heritage, history and range of events offered (arts, education, charity activities...). We aim to achieve independent access for people with physical, sensory and cognitive impairments.

This is part of a comprehensive project to redevelop the outdated premises including the basement space (236 sqm) costed at £796,000 of which £118,100 concern the accessibility.

A team of volunteers has raised to date £665,000. Those funds will finance the redevelopment as well as conservation works on the Library and Archives (£150,000) and have financed maintenance works on roofs, windows and stained glass (£214,000). The project's shortfall stands at £145,000. See detailed project.

How will the project described achieve your stated outcomes?

Providing step free access through public areas, safer stepped access and new accessible facilities to develop the place as a space where people of all abilities feel welcome and have an improved visitor experience.

A sloped entrance will be formed, complemented by automated doors, and will be leading to the side lobby, where the visitor will be able either to visit the main space of the church (already largely accessible) or use the basement's renovated spaces thanks to a newly installed lift.

The change in level within the basement will be overcome by a front and back lift's opening allowing direct access to the different levels.

Staircases will be rebuilt to provide safer access and meet design guidance. New wheelchair accessible WC (basement level) and ambulant accessible WC (ground floor) will be created. The redecoration will follow current design guidance regarding colour and contrast and include updated signage and wayfinding.

How do you know there's a need for this work?

From direct feedback of members of our own community and especially older people who are unable to use the steep staircase and therefore unable to participate in events taking place in the basement. To a lesser extent, it is also a limitation for families with young children. We don't have direct feedback from wheelchair user of the community space as they are unable to visit it.

From discussions with potential users of the basement (charities, associations as well as commercial companies) which highlight the lack of disabled facilities as a major obstacle for a regular use and hire of the building spaces.

From direct observation, most recently during Open house London 2018 during which people in wheelchair struggled to access the building.

From the Access Audit report conclusions (see report attached).

How will the work be delivered - specifically, what will you do?

The Charity governing body has designated a steering group to manage the project and sign off the budget at different stages. The group is also in charge of fundraising- works closely with the architects Caroe Architecture Ltd- which have been appointed in September 2017.

The architects continue to work on the development incorporating the access audit recommendations in close cooperation with the access consultant.

A quantity surveyor has been appointed (DR Nolan), who is experienced in funding management and managing budgets holistically.

A programme and schedule of works have been produced. Stage 1, 2 & 3 have been completed. The team is working towards Stage 4 and the issue of tender documentation in early 2019.

The length of construction period is estimated as 6 to 8 months and works are planned to start in April 2019.

Costs plan and schedule are regularly reviewed in monthly meetings of the steering group.

Why are you the right organisation to do this work?

We strongly believe that our unique heritage and central location, well served by public transport, are unique assets to:

- help individuals, communities -including our own- and charities strengthening their resilience and protecting them against changes in their financial situation, by providing to local charities rooms to host their activities at no cost;
- engage with and serve the larger French speaking community in London, in the context of Brexit, to ensure that they benefit from our presence and facilities to find peace, friendship, emotional support and a sense of belonging: providing rooms at discounted rates to French speaking charities aiming to make a difference in individual's wellbeing through arts, culture or music;
- Increase awareness of the contribution of the Huguenot refugees to British arts, history and culture and benefiting to the largest possible audience by extending our opening hours and our cultural program on offer.

How does your work complement and not duplicate other services within your area?

- French community: most cultural facilities targeted at French speakers are in west London (mostly South Kensington with the Institut Français, Médiathèque?), far from the French speakers who have chosen to settle in central or north London following the opening of the CFBL (French secondary in Kentish town, the Lycée international Winston Churchill in Wembley or the Ecole Jeannine Manuel next to the British Museum);
- Opening to charities: NCVO has repeatedly warned of increased financial pressure on small and medium sized charities and the use of our premises at no cost could be a huge financial relief for charities we will be partner with, as for example, the Refugee Centre in Leicester square which is unable to expand despite strong demand for more creative activities such as drama;
- Cultural events: we are in a unique position of being able to reach both French and English speakers.

How will you ensure that your project will hear and represent the views and needs of disadvantaged people and/or diverse communities?

From start, organisations and communities have been associated to the different stages and goals of our project guarantying their backing and future involvement. We have invited members of our community and charities we are working closely with (including the the Refugee Centre in Leicester square) to voice their views and have taken their comments on board.

The accessibility aspect has been carefully developed in building on the Access Audit and through access consultancy. We have had regular contacts with the Access & Sustainability Advisory Service at the Centre for Accessible Environments. An access advisor came to visit the premises and to feedback on the steps to ensure that the building access is assessed by a suitable access consultant.

We are strongly committed to ensure the widest range of access and to address the needs of people with sensory and cognitive impairments by improving signs, lighting, sound systems and decorative schemes.

How does your project engage and empower individuals and/or communities to come together on this issue? Will you be working with people who are particularly excluded?

Early in the project, the community ? which members include vulnerable people, amongst which unemployed or older people- has been consulted through a survey to develop the vision. Their engagement in the decision process is ensured through direct contribution of community?s members to the management team.

The other stakeholders which have been identified (local charities, Huguenots? organisations, French associations ?) are kept informed and involved through regular meetings and feedback. They have been invited to visit the premises and asked to comment on our project.

Two specific programs we are working on specifically aim at helping vulnerable people :

- building the well-being and integration of refugees by hosting in our renovated premises workshops, group activities and/or support cafés;
- developing the church as a privileged place to find spiritual guidance, peace and reflection in targeting French new-comers, young people and over 65yo, more vulnerable to loneliness and social exclusion.

Is the focus of your project meeting an already identifiable need (acute or otherwise) or are there elements which are preventative and/or incorporate early action?

The Access Audit has identified acute needs: as it stands, the building has a total lack of step free access to the premises and the two lower basement levels, as well as minor threshold changes in level within each floor.

Existing stairs and steps throughout are lacking by modern standards and in some areas considered unsafe for the intended users.

There are no wheelchair accessible WC?s or ambulant accessible WC?s within the premises.

Overall the premises are inaccessible.

Of the 29 recommendations of the Access Audit, 24 have been identified as crucial (priority 1), that is 83%.

On the 24 priority 1 recommendations, half are short term ones (S1).

Those constraints prevent us to widely open the building or welcome disable people for our historical visits, tours or events. They also restrict access for members of our own community to attend public or community events hosted in the basement.

Who might you need to work closely with in delivering this project - whether before, during or afterwards?

The steering group reports monthly to the governing body of the charity, quarterly to the trustees of the French Huguenot Church of London Charitable Trust and formally to the community on an annual basis (more often informally).

The funders are informed of the project through specific newsletters and engagement events.

Stakeholders and potential users of the renovated spaces will be associated throughout the delivery phase through small group meetings and web-based engagement.

Project management done by the steering group in close collaboration with Caroe Architecture Ltd, Nolan's quantity surveyor and the building team which will be chosen after the tender process.

New part-time staff in charge of Outreach work and Event management hired at the end of the project.

Our aim as a funder is to help people move positively between any of the four stages of Surviving, Coping, Adapting and Thriving. For your project at which of these stages will most people begin their journey?

Our target groups may be at different stages of their journey:

- Refugees, from coping to adapting & thriving, regarding of their own personal story: our aim is to help future visitors to move on in their life, often from a desperate and destitute base. The planned weekly Drop-In cafe will enable visitors to socialise, enjoy hot and cold food and beverages, and receive travel reimbursement if they are destitute. The activities which build visitors' skills are more orientated towards adapting and thriving, especially creative activities, like art group. Advanced planning with Notre Dame Refugee Centre is underway to allow them to expand in our refurbished basement (letter explaining this project attached);
- Own/French speaking community and Huguenots, adapting & thriving: expanding our cultural program on offer and developing the place as an open, collaborative, welcoming and inclusive location to help people building their well-being.

Will there be any elements of this project that will help you or your beneficiaries to reduce your environmental footprint?

- Efficient LED light fittings will be installed throughout the renovated spaces;
- The existing boiler is to be replaced with a new, more efficient boiler which will serve the new basement heating and the existing ground floor heating of the church (including its historic radiators). New radiators and pipe work will be installed throughout the basement, reducing heat wastage.
- Windows in poor condition will be removed and replaced with new double-glazed units with hardwood painted timber frames. Blinds and curtains will be added, improving further thermal insulation.
- Existing failing wall linings resulting in dampness are to be replaced by new robust wall linings with new radiators and appropriate and efficient mechanical ventilation system.
- The associated management plan, and improved access to the service controls and ducts will enable appropriate maintenance to be carried out in future, ensuring the new systems run effectively.

Funding required for the project

What is the total cost of the proposed activity/project?

Expenditure heading	Year 1	Year 2	Year 3	Year 4	Year 5	Total
Providing a new accessible entrance through the side lobby and a step free access to the main space	10,900	0	0	0	0	0
Installing a fully enclosed three stop though car platform lift which will allow mobility impaired people to use the basement's rooms with secondary power supply to new lift (including fire risk assesment cost)	58,000	0	0	0	0	0
Provision of a new wheelchair accessible toilet at basement level and a new ambulant accessible WC at ground level	12,000	0	0	0	0	0
Removing minor changes in level in the basement and rebuilding stairs and staircase to current guidance including contrasting step nosings and handrails	7,300	0	0	0	0	0
Providing small portable ramps for access to the Library and the Sanctuary	0	650	0	0	0	0
Provision of one evacuation device capable of going upstairs, visual alarm beacons to all toilets to ensure deaf people are alerted and an emergency evacuation plans to meet the needs of disabled people	0	6,200	0	0	0	0
Providing a new induction loop system and alternative formats for Interpretation displays, to include large print, audio and braille and provision of accessibility related information within a new section of the website	0	6,500	0	0	0	0
Providing new wayfinding signage scheme taking account of the new routes (Including evacuation) and facilities available	0	3,200	0	0	0	0
Allowance for power and lighting, hot and cold water and ventilation etc. attributable to disabled WC and accessible corridor areas	13,350	0	0	0	0	0
TOTAL:	101,550	16,550	0	0	0	0

What income has already been raised?

Source	Year 1	Year 2	Year 3	Year 4	Year 5	Total
French Huguenot Church of London Charitable Trust	15,000	0	0	0	0	0
TOTAL:	15,000	0	0	0	0	0

What other funders are currently considering the proposal?

Source	Year 1	Year 2	Year 3	Year 4	Year 5	Total
TOTAL:	0	0	0	0	0	0

How much is requested from the Trust?

Expenditure heading	Year 1	Year 2	Year 3	Year 4	Year 5	Total
Installing a fully enclosed three stop though car platform lift which will allow mobility impaired people to use the basement's rooms with secondary power supply to new lift (excluding fire risk assesement cost)	55,500	0	0	0	0	0
Providing a new accessible entrance through the side lobby and a step free access to the main space	10,900	0	0	0	0	0
Provision of a new wheelchair accessible toilet at basement level and a new ambulant accesible WC at ground level	12,000	0	0	0	0	0
Provide section of kitchen designed as either ?shared refreshment facillities? or based on wheelchair accessible guidance	500	0	0	0	0	0
Providing a new Induction loop system to the existng PA system	0	2,000	0	0	0	0
Providing two portable ramps for access to the Library and the Sanctuary	0	650	0	0	0	0
Providing new wayfinding signage scheme taking account of the new routes (Including evacuation) and facillties available	0	3,200	0	0	0	0
Providing visual alarm beacons to all toilets to ensure deaf people are alerted	0	700	0	0	0	0
Add allowance for power and lighting, hot and cold water and ventilation etc. attributable to disabled WC and accessible corridor areas	13,350	0	0	0	0	0
TOTAL:	91,950	6,550	0	0	0	0

Who will benefit?

How many people will directly benefit from the grant per year?

18,374

In which Greater London borough(s) or areas of London will your beneficiaries live?

London-wide

Does this project specifically target any groups or communities?

Yes - please enter details below

This project will specifically work with the following age groups:

0-15/16-24/25-44/45-64/65-74/75 and over

This project will specifically work with the following gender groups:

Male

Female

This project will specifically work with the following ethnic groups:

Black/ African/ Caribbean/ Black British (including African; Caribbean; Any other Black/ African/ Caribbean background)

Mixed / Multiple ethnic groups

White (including English/ Welsh/ Scottish/ Northern Irish/ British; Irish; Any other White background)

Refugees and asylum seekers

If Other ethnic group, please give details:

Francophone Africans

This project will specifically work with Deaf and disabled people:

Yes

This project will specifically work with LGBTQI groups:

No

This project will specifically work with other groups or communities:
French speaking londonners Including francophone Africans.

How will you target the groups/communities you have identified? What is your expertise in providing services for these groups?

Through French speaking newspapers in London, web-based engagement, community events, specific newsletters...

Are there any groups or communities you think your organisation will find hard to include through this project?

No

If yes, please specify which groups or communities? Where possible using the categories listed above.

If yes, what steps will you take to make your services accessible to and meet the needs of the groups/communities you have identified?

Declaration

I confirm that, to the best of my knowledge, all the information I have provided in this application form is correct. I fully understand that City Bridge Trust has zero tolerance towards fraud and will seek to prosecute and recover funds in every instance.

Please confirm: Yes Full Name: **Benedicte Fougler**

Role within **Vice-President of the Consistory**
Organisation:

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The City Bridge Trust

Bridging Divides: Application for a grant



About your organisation

Organisation Details

Name of your organisation: The Horse Rangers Association (Hampton Court) Limited	
If your organisation is part of a larger organisation, what is its name? N/A	
In which London Borough is your organisation based? Richmond	
Contact person: Mr Jeremy Richardson	Position: Director
Website: http://www.horserangers.com	Social Media Accounts: www.facebook.com/horserangers and www.twitter.com/HorseRangers
What Quality Marks does your organisation currently hold? Queens Award for Voluntary Service 2014, Member Group of RDA	

Legal Status

Legal status of organisation: Registered Charitable Incorporated Organisation			
Charity Number: 1908257 1098257	Company Number: 4712789	CIC Number:	Bencom Number:
When was your organisation established? 01/01/1954			

Aims of your organisation:

The Horse Rangers Association (HRA) is a self-supporting, non-profit making, voluntary youth organisation which enables young people to develop life and leadership skills through learning to ride and look after their horses and ponies. It also supports an active Riding for the Disabled section for youth and adults integrating, wherever possible, those with special needs within mainstream Horse Ranger activities.

Our objectives are:

To help members to learn independence and concern for others by guiding them with discipline towards the qualities of integrity, loyalty, honour and trust that will prepare them to become worthy citizens

To enable members to develop the skills of good horsemanship through the provision of riding instruction, stable management training and other aspects connected with horses and general recreation

To encourage senior members to support both younger members and those with special needs as part of their personal development and in order to achieve promotion through the ranks of the organisation.

Main activities of your organisation:

Weekly, HRA supports over 400 children/young people from all backgrounds and abilities in our mainstream groups. As a member group of The Riding for the Disabled Association (RDA), we provide opportunities for children/young people and adults with disabilities.

Working in partnership with local Young Carers? Projects, Children's Services and schools, we deliver outreach programmes and provide volunteering opportunities to disadvantaged children/young people.

Members are taught all aspects of horsemanship, including riding and looking after horses. Senior members mentor younger members and all work through a badge system. Riders are involved in HRA and other events throughout the year.

HRA is structured into Squadrons. Individuals with special needs are integrated, where possible, into mainstream Squadrons. Squadrons 6 and 7 run with the RDA. Squadron 6 includes riders from local special needs schools and independent riders. Squadron 7 is for young people aged 7-12 with mild/moderate disabilities.

Your Staff & Volunteers

Full-time:	Part-time:	Trustee/Board members:	Active volunteers:
9	2	8	100
Do you have a Safeguarding policy? Yes			
Are the following people in your organisation subject to DBS checks?			
Paid Staff Yes	Volunteers Yes	Trustees / Management Committee Members Yes	

Property occupied by your organisation

Is the main property owned, leased or rented by your organisation?	If leased/rented, how long is the outstanding agreement?
Leased	No end date on the lease

Environmental Impact

What action have you taken in the past year to progress environmentally sustainability principles and practice?

HRA is based at the Royal Mews which comes under the Royal Household. Riding sessions take place at the Stockyard which is part of the Royal Parks. The Royal Parks developed a sustainability strategy for 2015-2025. It incorporates; mitigation and adapting to climate change, sustainable transport, reducing greenhouse gas emissions, managing water and efficient use of raw materials and waste.

HRA follow this strategy where it can.

Prevent- reducing waste (re-useable cups for refreshments, minimising printing)

Re-use- horse excrement and bedding waste is taken away composted and spread on fields as natural fertiliser.

Recycle- waste is recycled where possible

Recover- incineration with energy recovery

Dispose- aim for 0% to landfill

Where possible, low emission vehicles are used to transport horses.

HRA encourage minimal consumption of products used to manage the horses and stables, all are safely recycled into the atmosphere or into the earth and water courses.

Finance Details

Organisation Finances

	Year of most recent audited / examined accounts	Current financial year forecast	Next financial year budget
End of financial year date	31/03/2017	31/03/2018	31/03/2019
Grants & donations:	£483,892	£481,205	£615,059
Earned income:	£38,313	£38,743	£21,450
Other income:	£38,806	£23,788	£15,400
Total income:	£561,011	£583,736	£651,909
Charitable activity costs:	£543,685	£571,621	£601,941
Cost of raising funds:	£33,337	£31,188	£20,969
Other costs:	£0	£0	£0
Total expenditure:	£577,022	£602,809	£622,910
Free unrestricted reserves held at year end:	£407,072	£353,256	£353,256

What is your organisation's reserves policy?

HRA's reserves policy is set to ensure there is no disruption to our activities in the event of an unforeseen reduction in income or increase in expenditure.

The reserves policy is reviewed regularly and Trustees base the decision of an appropriate reserves level on an evaluation of risk. The level of reserves will be higher in more difficult economic times and lower in a more benign environment.

Our reserves are also required until HRA finds a long-term solution to the Charity's property requirements. The majority of the reserves are internally designated for relocating to new stables and offices.

For your most recent financial year, what % of your income was from statutory sources?
0%

Organisational changes

Describe any significant organisational changes to your structure, financial position or core activities since the date of your most recent accounts.

Jeremy Richardson took over as Director in May 2018 as the previous Director retired due to ill health. Lauren Thomas, the Development Manager started with the Horse Rangers Association in February 2018.

Grant Request

Which of the Trust's programmes and priority areas will your application deliver? Connecting the Capital/Arts, sports, health and/or well-being projects for disabled people														
Which of the programme outcome(s) does your application aim to achieve? Connecting the Capital/Londoners experiencing inequality or disadvantage have greater wellbeing and independence through Improved access to arts, sports and other community facilities and services														
Please describe the purpose of your funding request in one sentence. Enabling and growing by 25% per year the number of people with disabilities gaining benefits from regular horse riding through access to Squadron 6.														
When will the funding be required? 12/02/2019														
Is this request to continue work that is currently funded or has been funded in the last year by: <div style="display: flex; justify-content: space-between;"> <div style="width: 45%;"> City Bridge Trust? No </div> <div style="width: 50%;"> Another funder? (if so which) Hampton Fuel Allotment Charlty £10,000 in 2017 </div> </div>														
How much funding are you requesting? <table style="width: 100%; border: none;"> <tr> <td style="width: 20%;">Year 1:</td> <td style="width: 20%;">Year 2:</td> <td style="width: 20%;">Year 3:</td> <td style="width: 20%;">Year 4:</td> <td style="width: 20%;">Year 5:</td> </tr> <tr> <td>£19,000</td> <td>£35,873</td> <td>£54,152</td> <td>£0</td> <td>£0</td> </tr> </table> <p style="text-align: center; margin-top: 10px;">Total Requested: £109,025</p>					Year 1:	Year 2:	Year 3:	Year 4:	Year 5:	£19,000	£35,873	£54,152	£0	£0
Year 1:	Year 2:	Year 3:	Year 4:	Year 5:										
£19,000	£35,873	£54,152	£0	£0										

What 3 main differences or outcomes do you want to achieve through your funding proposal?

Adults and young people attending squadron 6, learning to ride will see improved overall physical wellness. This is in a number of areas such as; physical strength, balance, coordination and gross and fine motor skills. The physical ability and skill required to ride a horse successfully develops these physical changes.

Adults and young people attending squadron 6 will see improved overall Self-Belief through learning to ride. Their confidence, self-esteem and sense of belonging will increase as well as being proud of their achievements leading to positive expectations in life.

The activities of squadron 6 are designed to promote social and inter-personal skills. While learning to ride, members develop strong and positive relationships with their instructors, peers and the horses.

What are the main activities or outputs you will deliver to achieve these differences?

10 x 45 minute accessible riding sessions per week during term time for children and adults with a range of disabilities from mild to severe such as: genetic disorder, epilepsy, autistic spectrum disorder, sensory integration disorder, asperger?s, hypermobility, down?s syndrome, brain injury, cerebral palsy, hydrocephalus, autism and sensory processing difficulties.

Provision of physical therapy through riding horses in Squadron 6. Riding provides physiotherapy on the move; the warmth and three dimensional movement of the horse is transmitted through the body of the rider helping individuals relax, strengthen their core muscles, enabling participants to become stronger and more supple.

Volunteering opportunities for 100+ young adults and adults some with a range of disabilities who assist in the delivery of Squadron 6. HRA are looking to find more ways to incorporate these volunteers into the planning and management of the sessions.

You and your grant request

What, specifically, are you applying for (your project)?

HRA is applying for funding for the operational costs of Squadron 6 enabling it to grow annually by 25% over a 3 year period. Squadron 6 provides opportunities for individuals with disabilities to access horse-riding. It caters for 64 children and adults with mild to severe disabilities through liaison with Special Educational Needs and Disabilities schools and Care homes.

Squadron 6 is run with the assistance of over 100 volunteers, some of whom have disabilities. HRA provides work experience for individuals with disabilities and works with the Duke of Edinburgh Award scheme and the Probation Service. Volunteers assist in the delivery of Squadron 6. HRA welcomes riders and volunteers from all backgrounds and values diversity.

Squadron 6 members see improvements in many areas such as their physical and mental well-being, social and interpersonal skills and overall self-belief. Horse-riding also provides physiotherapy on the move.

How will the project described achieve your stated outcomes?

This project hopes to achieve differences in physical wellness, emotional /psychological wellness, educational development and social development of its riders.

Physical differences can be achieved in areas such as; improved balance, strengthened muscles, improved coordination, faster reflexes and better motor planning, improved flexibility, increased range of motion, improved respiration and circulation, improved appetite and digestion and improved sensory integration.

Psychological benefits can be achieved in a general sense of improved well being, increased interest in one's own life, improved self-belief, improved self confidence, emotional control and self discipline.

Educational benefits can be achieved in reading, maths, sequencing, patterning and motor planning, improved hand/eye coordination and improved visual spatial perception.

Social differences can be achieved as relationships develop among their peer group, with riders instructors and volunteers.

The RDA outcomes tracker monitors riders progress in; communication, confidence, enjoyment, relationships, physical changes and horsemanship.

How do you know there's a need for this work?

Squadron 6 is needed due to the numerous benefits that it provides its members. These benefits result in a high demand for the service. Squadron 6 has an extensive waiting list.

The therapeutic benefits of riding are numerous, riding provides physiotherapy on the move; the warmth and three dimensional movement of the horse is transmitted through the body of the rider helping them relax. Riding has the physical benefits of improving posture, strengthening core muscles and helping riders to become more supple. Riding improves balance and coordination. Participants improve their awareness, communication, confidence and decision making as well as enjoy learning horsemanship with a community of like minded people.

Members only leave Squadron 6 if they move away or if their condition deteriorates to an extent that it is no longer safe to ride. All RDA sessions have waiting lists due to the high demand for this service.

How will the work be delivered - specifically, what will you do?

Squadron 6 is delivered in conjunction with special educational needs and disabilities schools and the Riding for the Disabled Association (RDA). Sessions take place during the day 9 times throughout the week. Each session lasts 45 minutes and is delivered with the assistance of RDA coaches, other volunteers and specially chosen horses with an appropriate temperament and ability to work with people with disabilities. Two British Horse Association Assistant Instructors (BHA AI) oversee Squadron 6. Usually there are 3 volunteers per rider, 1 leader and 2 side helpers.

Each term, personal goals are set for each rider through the RDA endeavour awards system. These are developed in conjunction with their carers/ parents/guardians. These enable members to track their progress where traditional monitoring may not be appropriate such as assessing their social skills and awareness, how they interact with the horse, improvement of their posture in the saddle and more.

Why are you the right organisation to do this work?

The Horse Rangers Association (HRA) was formed in 1954 and has been working with individuals with disabilities since 1969. HRA has substantial experience in this field and has a long history of successful delivery.

Squadron 6 has the appropriate RDA qualified coaches to deliver this work and is overseen by 2 x BHA assistant instructors. There are 6 coaches, 2 assistant coaches and 3 trainee coaches who deliver the sessions. HRA is an approved Riding School, member of the British Horse Society and registered with Richmond Borough Council.

HRA differs from a traditional riding school as it was set up to enable members to gain life and leadership skills through learning to ride and look after their horses and ponies. Horses are carefully selected to ensure that they are appropriate for their riders.

There is no other organisation that runs a similar Horse Rangers programme in the vicinity.

How does your work complement and not duplicate other services within your area?

RDA sessions are in high demand. As such every riding school offering RDA sessions has a waiting list. Each RDA session is aimed at individuals with differing physical and mental needs and requirements. HRA works closely with riding schools offering RDA sessions in the greater London region. This close relationship permits HRA to transfer a member to an RDA session elsewhere if HRA can't meet their specific needs and requirements. HRA also accepts individuals wanting to attend an RDA session if a session elsewhere can't cater for their specific needs.

For physical and behavioural therapy, children may have some access via schools, hospitals or other support, but the holistic approach provided by riding and being around horses is not offered by any other organisation or service. Squadron 6 offers a complimentary physical therapy with social, personal, behavioural and communication benefits, while also being fun.

How will you ensure that your project will hear and represent the views and needs of disadvantaged people and/or diverse communities?

HRA works closely with the RDA to ensure it delivers a service that meets the needs of individuals with disabilities. New guidelines or recommendations for delivery of the service are incorporated if recommended. The riders coach and side helpers communicate with each rider and their carer or parent/guardian to understand their individual needs. Each year, HRA holds an open day, representing the needs and views of HRA members to the wider community. HRA delivers regular presentations on its work to the local community.

HRA uses the RDA tracker to track the goals of individual riders. In addition to this, HRA has developed a carer or parent/guardian questionnaire to enable HRA to gain additional knowledge regarding the sessions and any feedback or comments on the sessions. RDA Endeavour awards are also used to create bespoke goals for each rider termly in conjunction with the riders carer or parent/guardian.

How does your project engage and empower individuals and/or communities to come together on this issue? Will you be working with people who are particularly excluded?

HRA engages with 4 x local SEND schools, care homes (for adult riders) and the RDA enabling individuals with disabilities to get involved in riding. Squadron 6 develops members riding knowledge and skills, helping them realise their abilities and potential, empowering them to do something that they may never have done otherwise. It provides a community where individuals with similar disabilities can come together, learn to ride, share their life's challenges, create life long friendships, somewhere other than home or school.

Over 100 volunteers of all ages, some with disabilities themselves deliver these sessions. This community engagement enables wider understanding of the challenges these individuals face. Young offenders and under 25's looking for work experience assist too. The mainstream horse rangers assist alongside Squadron 6 members at HRA events promoting inclusion and togetherness.

These individuals would otherwise be excluded from mainstream activities as their disabilities are not catered for.

Is the focus of your project meeting an already identifiable need (acute or otherwise) or are there elements which are preventative and/or incorporate early action?

Squadron 6 aims to:

Help individuals who would otherwise not have access horse riding.

Promote physical (mind and body), social, sensory, educational, psychological and communication benefits.

Provide therapy through riding.

Over the past 2 ½ years, the RDA tracker has demonstrated that participants have seen the following percentage improvement in these specified areas;

Physical change 35.3%

Confidence 35.3%

Communication 41.2%

Enjoyment 29.4%

Horsemanship 58.8%

Relationships 47.1%

Without Squadron 6 and other similar projects, these individuals would not be able to access horse riding and reap the benefits of involvement in the sport. All RDA sessions both at HRA and traditional riding schools have waiting lists, demonstrating this immense

need.

Members attending squadron 6 have either developed or were born with their disability. Little can be done to prevent this and early action is difficult. Frequently individuals disabilities worsen over time and the sessions are adapted to meet their bespoke needs.

Who might you need to work closely with in delivering this project - whether before, during or afterwards?

HRA works closely with 4 x SEND schools for children riders (Manor Mead, Marjory Kinnon, Clarendon and St Ann's), local care homes for adult riders, riders carers or parents/guardians and riders physiotherapists. HRA is a member group of the RDA, we carry out this work in accordance with their guidelines and practices. The RDA support us by training, assessing and reviewing each of our team of 6 volunteer Group Instructors, who go through over a year's training and ongoing development.

Sessions are entirely dependent on volunteers, with up to 3 helpers needed per rider. We have over 100 regular volunteers delivering all of the sessions for children and vulnerable adults with special needs. Between them they have many years of experience.

HRA is an approved Riding School and member of the British Horse Society and is registered with Richmond Borough Council.

The Stable and Development Managers oversee Squadron 6.

Our aim as a funder is to help people move positively between any of the four stages of Surviving, Coping, Adapting and Thriving. For your project at which of these stages will most people begin their journey?

The majority of individuals who join Squadron 6 will have hopefully moved from the Coping to Adapting stage.

They usually belong to a complex support network (schools, social services with dedicated parents and carers) benefiting from structured routines with tailored opportunities to their individual needs and requirements. This regular weekly structured equine holistic approach enables them to move towards the Thriving stage.

Our sessions offer them a break in their weekly timetable. Some individuals who have attended for years have bonded with specific horses, forming essential strong relationships. They cherish these sessions.

Development through stages 2-4 is noticed through positive changes in behaviour. Contact with a horse in a gentle riding session provides therapeutic and calming sensations. Parents, schools and institutions support these sessions and incorporate RDA in their schedules. It forms an integral part of their lives, offering them a place where they can thrive and enjoy themselves.

Will there be any elements of this project that will help you or your beneficiaries to reduce your environmental footprint?

Operating Squadron 6 involves horses, volunteers and riders. Each of these will have their own environmental footprint.

The horses environmental footprint is reduced as best it can by composting all horse and horse bedding which is taken away and used as natural fertiliser on the fields. It is taken away in low emission vehicles. Products used to take care of the horses are used sparingly.

Volunteers and riders are encouraged to travel to HRA via the most environmental means possible i.e walking, cycling or using public transport (this may not always be possible for some of the riders due to the nature of their disabilities). Volunteers ensure that as much waste is recycled as possible and multi use items such as cups are used to replace disposable items. We try to email information where possible to reduce the amount of printing.

Funding required for the project

What is the total cost of the proposed activity/project?

Expenditure heading	Year 1	Year 2	Year 3	Year 4	Year 5	Total
Stable costs- stable staff, repairs and maint, motor exp	16,093	21,751	28,005	0	0	65,849
Utilities- water, gas, electricity	473	554	633	0	0	1,660
Stockyard rent	6,035	6,294	6,666	0	0	18,995
Management, overheads, staff costs	5,748	7,062	7,273	0	0	20,083
Administrative, legal, accounting, general insurance	2,345	2,512	2,587	0	0	8,119
Office costs	1,817	1,947	2,006	0	0	5,770
Raising funds	189	246	253	0	0	688
Volunteer costs	1,246	1,283	1,321	0	0	3,850
Horse Expenses	33,309	43,980	56,625	0	0	133,914

TOTAL:	67,255	85,629	105,369	0	0	258,928
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What income has already been raised?

Source	Year 1	Year 2	Year 3	Year 4	Year 5	Total
Hampton Fuel Allotment Charity	10,000	10,000	10,000	0	0	30,000
Subscriptions	1,173	1,564	2,052	0	0	4,789
Donations from mainstream riders	11,078	11,410	11,753	0	0	34,241

TOTAL:	22,251	22,974	23,805	0	0	69,030
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What other funders are currently considering the proposal?

Source	Year 1	Year 2	Year 3	Year 4	Year 5	Total
BBC Children in Need	26,000	26,780	27,583	0	0	80,363

TOTAL:	26,000	26,780	27,583	0	0	80,363
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How much is requested from the Trust?

Expenditure heading	Year 1	Year 2	Year 3	Year 4	Year 5	Total
Hay and feed	2,590	10,522	19,163	0	0	32,275
Net Veterinary expenses	300	1,023	3,750	0	0	5,073
Farrier expenses	1,780	3,720	5,875	0	0	11,375
Waste disposal	400	1,500	2,980	0	0	4,880
Other equine expenses	300	1,250	1,780	0	0	3,330
Equine Insurance	750	1,200	3,100	0	0	5,050
Stable staff costs	6,915	10,628	11,054	0	0	28,597
Stockyard rent	5,035	5,100	5,520	0	0	15,655
Volunteer costs	930	930	930	0	0	2,790
TOTAL:	19,000	35,873	54,152	0	0	109,025

Who will benefit?

How many people will directly benefit from the grant per year?

64

In which Greater London borough(s) or areas of London will your beneficiaries live?

Richmond

Hounslow

Ealing

Kingston

London-wide

Does this project specifically target any groups or communities?

No - open to everyone

This project will specifically work with the following age groups:

This project will specifically work with the following gender groups:

Male

Female

Transgender or other gender identity

This project will specifically work with the following ethnic groups:

If Other ethnic group, please give details:

This project will specifically work with Deaf and disabled people:

Yes

This project will specifically work with LGBTQI groups:

No

This project will specifically work with other groups or communities:

N/A

How will you target the groups/communities you have identified? What is your expertise in providing services for these groups?

Through SEND schools and care homes. HRA has been working with individuals with disabilities since 1954. The HRA has been running for 64 years. As an organisation we have a great deal of experience in working both with horses, disabled children and adults

Are there any groups or communities you think your organisation will find hard to include through this project?

Yes - please specify

If yes, please specify which groups or communities? Where possible using the categories listed above.

Squadron 6 is designed for individuals with disabilities. Able-bodied individuals aren't able to join nor are disabled individuals for whom it is not physically appropriate for them to be on a horse. The youngest appropriate age is 5 and the upper age limit is determined by individual physical ability.

If yes, what steps will you take to make your services accessible to and meet the needs of the groups/communities you have identified?

If HRA is not able to meet the specific needs of an individual, another nearby RDA session might be able to. HRA works closely with all the RDA groups in the Greater London region.

Declaration

I confirm that, to the best of my knowledge, all the information I have provided in this application form is correct. I fully understand that City Bridge Trust has zero tolerance towards fraud and will seek to prosecute and recover funds in every instance.

Please confirm: Yes Full Name: **Jeremy Richardson**

Role within **Director**
Organisation:

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The City Bridge Trust

Bridging Divides: Application for a grant



About your organisation

Organisation Details

Name of your organisation: Young Barnet Foundation	
If your organisation is part of a larger organisation, what is its name?	
In which London Borough is your organisation based? Barnet	
Contact person: Ms Janet Matthewson	Position: CEO
Website:	Social Media Accounts:
What Quality Marks does your organisation currently hold? None at present - working with London Youth to establish a quality mark for Young Peoples Foundations (YPF's)	

Legal Status

Legal status of organisation: Registered Charitable Incorporated Organisation			
Charity Number: 1164713	Company Number:	CIC Number:	Bencom Number:
When was your organisation established? 04/12/2015			
Alms of your organisation: THE ADVANCEMENT IN LIFE OF CHILDREN AND YOUNG PEOPLE, AND THE SUPPORT OF FAMILIES IN NEED, IN PARTICULARLY BUT NOT EXCLUSIVELY, BY PROMOTING THE EFFECTIVENESS AND EFFICIENCY OF CHARITIES AND CHARITABLE ACTIVITIES OF VOLUNTARY ORGANISATIONS. ACTIVITIES IN FURTHERANCE OF THIS WILL INCLUDE: A. ENHANCING THE CAPACITY AND RESOURCES OF VOLUNTARY AND COMMUNITY ORGANISATIONS TO HELP ACHIEVE POSITIVE OUTCOMES FOR CHILDREN AND YOUNG PEOPLE / FAMILIES; B. FACILITATING PARTNERSHIP AND CO-OPERATION IN THE VOLUNTARY / COMMUNITY SECTOR WITHIN BARNET AND THE SURROUNDING AREAS; C. PARTICIPATE AND PROMOTE TRANS-EUROPEAN EXCHANGE AND PARTNERSHIP PROJECTS TO DEVELOP CULTURAL UNDERSTANDING AND LEARNING FOR CHILDREN AND YOUNG PEOPLE; D. TO SUPPORT THE ADVANCEMENT OF EDUCATION FOR THE PUBLIC BENEFIT INCLUDING THE PROVISION OF TRAINING, INFORMATION AND ADVICE AND PROMOTING OPPORTUNITIES TO MEMBERS TO DEVELOP NEW SKILLS AND KNOWLEDGE TO HELP THEM SUPPORT CHILDREN AND YOUNG PEOPLE /FAMILIES.			

Main activities of your organisation:

Young Barnet Foundation (YBF) was established as a place based, solution focused partnership platform with an overarching remit for voluntary and community sector support/development.

The Foundation will:-

1. Lead/facilitate fundraising bids, by working in partnership funding can be target more effectively. Grow contributions to Space2Grow CYP fund for local grants to meet emerging needs/gaps. Lead development opportunities to address the priorities and cross cutting themes.
2. Plan strategically using detailed knowledge of the area and its stakeholders to create better cohesive services, bringing better value and improved delivery.
3. Work together to ensure gaps are filled, overlaps are reduced, services are truly inclusive for the range of groups and that resources are used more efficiently including supporting a local venue bank.
4. Communicate opportunities to members and ensure joined up working between the range of stakeholders including young people, statutory organisations, providers, faith organisations and businesses.

Your Staff & Volunteers

Full-time:	Part-time:	Trustee/Board members:	Active volunteers:
2	4	6	15
Do you have a Safeguarding policy? Yes			
Are the following people in your organisation subject to DBS checks?			
Paid Staff Yes	Volunteers No	Trustees / Management Committee Members No	

Property occupied by your organisation

Is the main property owned, leased or rented by your organisation?	If leased/rented, how long is the outstanding agreement?
Rented	Rolling agreement

Environmental Impact**What action have you taken in the past year to progress environmentally sustainability principles and practice?**

We have an environmental policy, we recycle office products and waste where practicable. And we look to support wider recycling - eg partnership with a office refurbishment company. The company notifies us if there is an opportunity for the sector to have free, good quality, second hand office furniture from their developments, this is share with the sector.

Another key strategy revolves around establishing Internal markets within our YBF membership base, whereby grassroots groups can source goods and services from each other at a local level, thereby minimising carbon footprint.

Finance Details

Organisation Finances

	Year of most recent audited / examined accounts	Current financial year forecast	Next financial year budget
End of financial year date	31/12/2017	31/12/2018	31/12/2019
Grants & donations:	£252,093	£175,000	£243,189
Earned income:	£2,641	£2,179	£25,000
Other income:	£70,093	£50,000	£50,000
Total income:	325,037	£227,179	£318,189
Charitable activity costs:	£249,538	£177,219	£313,189
Cost of raising funds:	£17,035	£7,500	£17,500
Other costs:	£0	£0	£0
Total expenditure:	£266,573	£184,719	£330,689
Free unrestricted reserves held at year end:	£7,592	£50,052	£37,552

What is your organisation's reserves policy?

(Extract from Young Barnet Foundation Gov_13 Reserve Policy)

Desired

The trustees feel that an appropriate level of free reserves be equivalent to six (6) months unrestricted expenditure, c£72,000. Due to the Foundation being in its third year of trading, this is a desire and will be reviewed regularly as currently unobtainable.

Current (This is to be reviewed every 6 months)

The trustees feel that an appropriate level of free reserves at the end of the third financial year (31st December 2018) to be equivalent to three (3) months c£36,000

For your most recent financial year, what % of your income was from statutory sources?
21-30%

Organisational changes

Describe any significant organisational changes to your structure, financial position or core activities since the date of your most recent accounts.

Barnet CCG have match funded our Space2Grow CYP fund by £50k per annum for last year and current year. The costs of raising funds dropped in current financial year forecast due to a delay/difficulty in the recruitment of a fundraiser, this position has now been filled.

Grant Request

Which of the Trust's programmes and priority areas will your application deliver?

Connecting the Capital

Which of the programme outcome(s) does your application aim to achieve?

**Connecting the Capital/Civil society organisations are more effective and resilient
Connecting the Capital/Londoners experiencing inequality or disadvantage have greater wellbeing and independence through improved access to arts, sports and other community facilities and services**

Please describe the purpose of your funding request in one sentence.

To enable Young Barnet Foundation to support and serve our membership of 150+ VCSE organisations working across Barnet, to benefit children and young people 0-25, increasing opportunities, activities and services.

When will the funding be required? **01/12/2018**

Is this request to continue work that is currently funded or has been funded in the last year by:

City Bridge Trust?

No

Another funder? (if so which)

John Lyons Charity

How much funding are you requesting?

Year 1:

£60,689

Year 2:

£61,723

Year 3:

£62,778

Year 4:

£63,852

Year 5:

£64,950

Total Requested: £313,992

What 3 main differences or outcomes do you want to achieve through your funding proposal?

CYP VCSE in Barnet are better connected, better supported and more resilient.

VCSE members and local stakeholders are better connected resulting in better working relationship and cross-sector partnerships.

VCSE are represented in the local conversations and proposed developments, they are more informed and are given the opportunity to be part of local solutions.

What are the main activities or outputs you will deliver to achieve these differences?

Member Services

1-1?s, organisational, project, bid, and partnership development. Training via partners or development, plug gaps/ensure workforce is fit for purpose, CEO Supper Club and member discussion platform (offering peer support), monthly newsletter, funding updates newsletter/twitter/Facebook.

Local CYP Community Networks

? Cross sector locality-based network platform/development group, map delivery etc
? Help grow/reinforce cross-sector relationships, to inform, to listen and to support a partnership approach
? Unlock potential through partnerships, explore needs, work together to address eg space(schools), CYP holiday Hunger, Social Inclusion, develop responses

A partnership approach - sector leadership, strategic representation/voice of the CYP VCSE (150+ members), building cross sector relationship through engaging/representing the VCSE on the CYP Partnership Boards, 0-19 Strategic Board, CYP Safeguarding Board plus relevant regional/funders meetings.

You and your grant request

What, specifically, are you applying for (your project)?

Young Barnet Foundation (YBF) was established as a place based, solution focused partnership platform with an overarching remit for voluntary and community sector support/development. The project will enable YBF to provide a suite of supportive services to our membership of over 150 orgs operating within Barnet. We will help to unlock further local potential through a partnership approach with strategic partners and the wider community.

We will be proactive and reactive to the needs of the local sector, underpinned by an overarching strategy to drive change/promote cross-sector partnerships, direct resources towards developing longer-term solutions and bring additional funding into the local sector. Key to the success of this project is that we will be operating as a non-competitive ally for members, an independent voice offering unbiased support/development advice/guidance which contributes directly to wider sector development.

We are applying for funding to support 2 operational roles (1 FTE) plus project expenses.

How will the project described achieve your stated outcomes?

VCSE Members: Are better connected within the sector. Feel better supported by YBF (and Partners) and through the wider peer support offer.

VCSE/Strategic partners are better connected through locality network meetings, building confidence within the sector and in the sector (strategic partners), culminating in a more joined-up approach to delivering services/addressing local needs to support children/young people.

A growth in cross-sector funding bids with a co-design and co-delivery at the heart, thus ensuring that local VCSE with existing trusted relationships, skills, expertise and local footprint, operating at the heart of our communities are recognised and included.

Training and support, a partnership approach to the local training offer, skills exchange, utilising partners workforce skills/expertise.

Ultimately, growing more opportunities, activities, and services for children/Young People, delivered through our membership, captured by the usage of UpShot M&E platform. Our aim is to make a positive contribution to stronger, safer, more cohesive communities.

How do you know there's a need for this work?

Infrastructure funding has decreased year-on-year, this against the backdrop of austerity, decreased local grants, retreat of statutory services and the increase in contracts/commissioned services, means smaller organisations struggle, with most reporting rising demand.

A few facts about Barnet as a Borough:-

? 93,590 CYP 0-19 (1/4 of the population), estimated growth 6% between 2015/2020 reaching 98,914

? Seen as affluent, approximately 16% of children under five live in the 30% most deprived Local Super Output Areas (LSOAs)123.

? 23% (22.5K+) of CYP live in poverty, including working poor, free school meals/children hungry in the holidays

? Top 3 Concerns of YP (11-18) are 1) Crime, 2) Lack of Jobs 3) Recreational facilities

? YP top safety concerns -gangs(47%), bullying(38%) and drug taking(27%) in public spaces

? Around 25,000 CYP are experiencing suicidal thoughts(CCG).

? An increase in self-harm among YP, 16- to 24-year-old women reporting self-harm increasing threefold

How will the work be delivered - specifically, what will you do?**Invest - Connect - Grow**

We will deliver a range of supportive services to our membership, see below.

Encourage, promote and grow cross-sector partnerships to strengthen the local offer to children/young people in Barnet.

Work to achieve overarching sector development to ensure members are more resilient.

VCSE Member offer will be:

1-1's, organisational, project, bld, and partnership development. Training via partners or development, plug gaps/ensure workforce is fit for purpose, CEO Supper Club and member discussion platform (offering peer support), monthly newsletter, funding updates newsletter/twitter/Facebook.

Lead partnership fundraising development opportunities to address local priorities.

Local CYP Community Networks, East Central/West/South, cross-sector network/development.

Grow monitoring/evaluation platform usage, allowing members to manage/monitor/evaluate projects, whilst collecting valuable boroughwide delivery data.

Strategic representation using detailed knowledge of members/area/stakeholders ensuring voice/views of sector and beneficiaries are heard/included and opportunities for partnership working is explored.

Small grants from Space2Grow Fund which encourages local/partner contributions(Independent grants committee).

Why are you the right organisation to do this work?

We are a dedicated CYP VCSE vehicle/place based, solution focused, partnership platform.

It is clear that the services can work better collectively with a steer from a single body. It is also necessary to think ambitiously about funding availability and what can be gained by operating more strategically. Collective experience and understanding of the borough make YBF the most appropriate organisation to deliver this kind of project.

Our membership is open to everyone, VCSE, Partners and friends of. We have a dedicated team supporting over 150 CYPF VCSE members, (incl a few national organisations with a local footprint or funding to delivery in Barnet).

Turnover

£500k+ 31, £250k-500k -8, £100k-£250k -29, £50k-£100k 19, £10k-50K 28, Under 10K 12, Unknown 18 (new).

We have a strong trusted, non-competitive relationship locally, so can give impartial advice/guidance on member development/build solid foundations for this sector development journey.

How does your work complement and not duplicate other services within your area?

As a partnership platform, our aim is to complement services, create partnerships to deliver what is needed to fully support our membership/sector. As a small team, duplication does not make sense, infrastructure funding is not in abundance, so we hone our support to organisations working with children, young people (families). We have formed key strategic partnerships to help alleviate duplication and have instigated a number of further conversations to grow this, this includes the new VCS LA Partner. . We understand the needs of the local sector, and provide overarching sector development. We look to identify local assets in the form of people/organisations, strategic partners and places so we can add benefit to local delivery, fill gaps and meet emerging need. Our partnership approach is key to our success, our delivery is reflective of local needs, but we are flexible - we can be reactive/proactive to meet local needs.

How will you ensure that your project will hear and represent the views and needs of disadvantaged people and/or diverse communities?

We will hear the views and needs of disadvantage CYP through our membership, our partnership work and especially through our Local CYP Community Networks.

As the use of Upshot grows, this will enable us gather more knowledge and views.

How does your project engage and empower individuals and/or communities to come together on this issue? Will you be working with people who are particularly excluded?

YBF have already taken steps to ensure that this development journey is inclusive by forming Local CYP Community Networks, (LCYPCN) there are 3 in total covering the borough - East Central, West and South. Each meet quarterly (so 12 PA). LCYPCN meet many objectives for the sector and for partners.

? It is a cross sector locality-based network platform/development group allowing us to map delivery, work better together to address needs on a locality basis.

? Help grow/reinforce cross-sector relationships, break down barriers

? To inform, to listen and to support a partnership approach

? Unlock potential through partnerships - explore local needs and work together to develop responses - eg space (schools), CYP holiday Hunger, Social Inclusion to create better support pathways for our CYP.

There is a strong commitment from the VCSE and partners with very good attendance reducing isolation of members.

Is the focus of your project meeting an already identifiable need (acute or otherwise) or are there elements which are preventative and/or incorporate early action?

The need is identifiable and reflective of a wider sector issue. More and more services were devolved to the VCSE because of their reach and delivery value, however, with reducing LA budgets and retreating services, much of the funding that supported these organisations has retreated too, leaving a sector without the capacity to reform/regroup or meet rising demand. Also lost is the leadership role/responsibility previously assumed by the LA, to which YBF has now filled. The ?voluntary sector? is often mistaken for ?free services? with no recognition to the core funding that is needed to unlock wider potential eg volunteers/donations, and small/medium charities are confused with the charities that are household names, all charities are ?not for profit businesses? and we have to change the narrative to just that to grow the understanding of the support needed. Local groups are ideally placed to deliver local solutions but require ongoing support.

Who might you need to work closely with in delivering this project - whether before, during or afterwards?

We have and will continue to work closely with a range of members, local/regional partners and funders. Statutory partners include LA-(Youth Offending, Youth Services, Family Services - Trouble Families - Early Help - safeguarding, Sport Development, SEND), Public Health, CCG, Police, Housing Associations, Schools, Colleges/Universities, Local Businesses. We will work closely with the other Young Peoples Foundations, other membership (partner charities) that can complement local delivery eg London Youth/Small Charities Coalition.

Our main focus will be our VCSE membership by offering a suite of member services, our small and medium organisations may need more capacity building/development support, whereas larger organisations may need connecting to strategic partners, partnership development/support to work as lead contractor to utilise the skills, expertise and resources of the small/medium members - thus helping to create a local sector market place. This journey is not about growing Young Barnet, it is about growing the sector.

Our aim as a funder is to help people move positively between any of the four stages of Surviving, Coping, Adapting and Thriving. For your project at which of these stages will most people begin their journey?

Given the changing funding landscape, the state of the sector reflects Surviving/just about Coping, for many members, and Young Barnet must support them towards the Adapting and Thriving trajectory. Austerity and resulting budget cuts has resulted in siloed working, lack of leadership and a lack of investment in sector support/development. Partnership working has been neglected, with outcomes for statutory partners driving local commissioning. Commissioned contracts are often underfunded, leading to a further stretch on organisations resources. As we progress, there may be a reduction in existing organisations through closures/mergers or a reduction in the creation of new ones as we guide interested parties towards growing the capacity of existing organisations. As Young Barnet develops a deeper trusting relationship with strategic partners, (local/national)we would want to persuade them to invest in a longer-term vision/strategy of working together to ultimately benefit our children and young people and help create safer, stronger communities.

Will there be any elements of this project that will help you or your beneficiaries to reduce your environmental footprint?

We have an environmental policy to encourage recycling, we have formed relationships with an office re-fitter who makes available good quality second hand furniture to our members, allowing the sector to avail of much needed office furniture and recycling furniture that would be destined for destruction.

We would look to connect businesses locally to donate excess stock/equipment etc to the local charities to divert it from land fill

We encourage members to sign up to In-Kind Direct.

Funding required for the project

What is the total cost of the proposed activity/project?

Expenditure heading	Year 1	Year 2	Year 3	Year 4	Year 5	Total
Staffing	94,138	96,021	97,941	99,899	101,897	489,896
Other Staffing Associated Costs	2,633	2,633	2,633	2,633	2,633	13,165
Operational Costs	4,235	4,235	4,235	4,235	4,235	21,175
Finance	0	0	0	0	0	0
Marketing / Charitable Operations	3,080	3,080	3,080	3,080	3,080	15,400
Other	0	0	0	0	0	0

TOTAL:	104,086	105,969	107,889	109,847	111,845	539,636
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What income has already been raised?

Source	Year 1	Year 2	Year 3	Year 4	Year 5	Total
Mercers Trust	25,000	0	0	0	0	37,500

TOTAL:	25,000	0	0	0	0	37,500
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What other funders are currently considering the proposal?

Source	Year 1	Year 2	Year 3	Year 4	Year 5	Total
John Lyons Charity (Contribution as part of bigger bid)	18,397	0	0	0	0	18,397

TOTAL:	18,397	0	0	0	0	18,397
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How much is requested from the Trust?

Expenditure heading	Year 1	Year 2	Year 3	Year 4	Year 5	Total
CEO Wages (0.6 FTE)	35,100	35,802	36,518	37,248	37,993	182,661
Member Development Manager (0.4 FTE)	16,380	16,708	17,042	17,382	17,730	85,242
Other Staffing Associated Costs (Inc Training/Travel)	550	550	550	17,382	17,730	2,750
Tablet subscription - for Member 1-2-1 meetings	144	148	153	157	162	764
IT Software for M&E (Upshot)	1,200	1,200	1,200	1,200	1,200	6,000
Member Development	1,580	1,580	1,580	1,580	1,580	7,900
Event Costs (Member monthly network meetings)	1,500	1,500	1,500	1,500	1,500	7,500
Contribution to Core	4,235	4,235	4,235	4,235	4,235	21,175
TOTAL:	60,689	61,723	62,778	63,852	64,950	313,992

Who will benefit?

How many people will directly benefit from the grant per year? 5,000
In which Greater London borough(s) or areas of London will your beneficiaries live? Barnet

Does this project specifically target any groups or communities? Yes - please enter details below
This project will specifically work with the following age groups: 0-15/16-24
This project will specifically work with the following gender groups: Male Female
This project will specifically work with the following ethnic groups: Asian/ Asian British (including Indian; Pakistani; Bangladeshi; Chinese; Any other Asian background) Black/ African/ Caribbean/ Black British (including African; Caribbean; Any other Black/ African/ Caribbean background) Mixed / Multiple ethnic groups White (including English/ Welsh/ Scottish/ Northern Irish/ British; Irish; Any other White background) Refugees and asylum seekers
If Other ethnic group, please give details: open to all
This project will specifically work with Deaf and disabled people: No
This project will specifically work with LGBTQI groups: No

<p>This project will specifically work with other groups or communities:</p>
<p>How will you target the groups/communities you have identified? What is your expertise in providing services for these groups?</p> <p>Our membership is reflective of our wider community and as such we will work to support our membership to better support their client group.</p>
<p>Are there any groups or communities you think your organisation will find hard to include through this project?</p> <p>No</p>
<p>If yes, please specify which groups or communities? Where possible using the categories listed above.</p>
<p>If yes, what steps will you take to make your services accessible to and meet the needs of the groups/communities you have identified?</p>

Declaration

I confirm that, to the best of my knowledge, all the information I have provided in this application form is correct. I fully understand that City Bridge Trust has zero tolerance towards fraud and will seek to prosecute and recover funds in every instance.

Please confirm: Yes Full Name: **Janet MATTHEWSON**

Role within **CEO**
 Organisation:

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The City Bridge Trust

Bridging Divides: Application for a grant



About your organisation

Organisation Details

Name of your organisation: Young Brent Foundation	
If your organisation is part of a larger organisation, what is its name? N/A	
In which London Borough is your organisation based? Brent	
Contact person: Ms Satbir West	Position: Business Development Manager
Website: http://https://www.youngbrentfoundation.org.uk/	Social Media Accounts: https://twitter.com/@BrentYPF https://www.facebook.com/YoungBrentFoundation/
What Quality Marks does your organisation currently hold? We are working towards London Youth Quality Mark and ISO 9001.	

Legal Status

Legal status of organisation: Registered Charitable Incorporated Organisation			
Charity Number: 1165871	Company Number:	CIC Number:	Bencom Number:
When was your organisation established? 04/03/2016			
Aims of your organisation: We are a membership-based infrastructure support organisation with the key priorities of maximising revenue, promoting efficiency and reducing duplication across the Voluntary Youth Sector in Brent. Young Brent Foundation works collaboratively with its members and is committed to developing a diverse, vibrant and enterprising youth voluntary sector across Brent. A key goal is to build, improve and strengthen overall capacity for the three hundred plus voluntary sector youth providers in the Borough. Working in close partnership across all sectors, we aim to strengthen Brent youth sector's unique offer in order to meet the needs of inward investors and funders. As enablers and facilitators, we work alongside members and deliver a wide range of capacity building focused activities including: <ul style="list-style-type: none"> - Coordinating bidding activity and consortium working - Access to greater funding opportunities for members - Enabling greater sharing of key skills and resources 			

Main activities of your organisation:

We were established some 2.5 years ago with a brief to focus on 4 areas:

Leveraging large scale funding through collaborative/consortium-working

Capacity building of grassroots youth providers so that they can improve the quality and effectiveness of their offer to local young people

Creating a venue bank, so that youth providers have access to space from which to deliver their services/activities

Distributing small grants to local youth providers to deliver projects that benefit children and young people (0-25) in Brent

We have been very successful over the period. We have:

Built a membership base of over 100 grassroots providers

Established the YBF Providers Consortium, founded on robust vetting processes

Your Staff & Volunteers

Full-time:	Part-time:	Trustee/Board members:	Active volunteers:
3	0	9	1
Do you have a Safeguarding policy? No			
Are the following people in your organisation subject to DBS checks?			
Paid Staff Yes	Volunteers Yes	Trustees / Management Committee Members Yes	

Property occupied by your organisation

Is the main property owned, leased or rented by your organisation?	If leased/rented, how long is the outstanding agreement?
Rented	31 March 2022

Environmental Impact**What action have you taken in the past year to progress environmentally sustainability principles and practice?**

YBF is currently located in serviced accommodation so we do not have control over the utilities (this is another reason why we want to acquire our own building and convert it into a youth hub - so that it is eco-friendly). We recycle paper, plastic, aluminium and car share, or use public transport wherever possible.

Another key strategy revolves around establishing internal markets within our YBF membership base, whereby grassroots groups can source goods and services from each other at a local level, thereby minimising carbon footprint.

The Trustees are currently reviewing the environmental policy, which all staff, trustees and volunteers will be trained in.

We are in the process of setting up training for our members on environmental sustainability/'green' good practice and this will be an essential feature of the roll-out of our capacity building work over the next 5 years, which we hope City Bridge Trust will fund.

Finance Details

Organisation Finances

	Year of most recent audited / examined accounts	Current financial year forecast	Next financial year budget
End of financial year date	31/03/2017	31/03/2019	31/03/2020
Grants & donations:	£367,318	£320,547	£400,000
Earned income:	£0	£0	£0
Other income:	£56	£0	£0
Total income:	367,374	£320,547	£400,000
Charitable activity costs:	£249,915	£361,327	£380,000
Cost of raising funds:	£0	£0	£0
Other costs:	£0	£0	£0
Total expenditure:	£249,915	£361,327	£380,000
Free unrestricted reserves held at year end:	£111,497	£48,888	£68,888

What is your organisation's reserves policy?

Young Brent Foundation maintains free unrestricted reserves:

? to provide a level of working capital that protects the continuity of our [core] work

? to provide a level of funding for unexpected opportunities

? to provide cover for risks such as unforeseen expenditure or unanticipated loss of income.

The board of trustees will review the above criteria with reference to Young Brent

Foundation's strategy and Annual Plan, and determine the target level of free reserves to meet strategic priorities.

The board of trustees will at times designate funds from free reserves for significant project costs or replacement of major assets.

For your most recent financial year, what % of your income was from statutory sources?
0%

Organisational changes

Describe any significant organisational changes to your structure, financial position or core activities since the date of your most recent accounts.

The original part time YBF Chief Executive has recently left the organisation and, as a result, we have promoted our existing full time Sector Development Director to Interim CEO. A permanent full time CEO will be in place by the end of February 2019 at the earliest, April 2019 the latest. Increasing staffing levels from 3.2 FTE to 4 FTE

Grant Request

Which of the Trust's programmes and priority areas will your application deliver?
Connecting the Capital/Capacity building support

Which of the programme outcome(s) does your application aim to achieve?

Please describe the purpose of your funding request in one sentence.
Young Brent Foundation is seeking 5 years of core funding to help it take Brent's youth sector to the next level through asset acquisition, financial leverage and organisational capacity building.

When will the funding be required? **07/01/2019**

Is this request to continue work that is currently funded or has been funded in the last year by:

City Bridge Trust?

Yes

Another funder? (if so which)

We have also received core funding from John Lyon's Charity.

How much funding are you requesting?

Year 1:
£49,177

Year 2:
£50,461

Year 3:
£51,770

Year 4:
£53,106

Year 5:
£54,468

Total Requested: £258,982

What 3 main differences or outcomes do you want to achieve through your funding proposal?

Youth & Community Hubs:

Ultimately, 3000 young people benefitting annually, with:

25-30% progression to employment rate for NEETs

>70% self-reported improvement in physical and/or mental health

>70% self-reported increase in shared/mutual understanding

The hubs will also provide essential access to space for at least 100 youth organisations per annum.

Financial Leverage:

Inputs - £2m over 5 years

Activity ? funding used to deliver services in 4 main areas (non-exclusive):

Knife/violent crime (building on YBF's Lottery bid)

Poor mental health amongst young people (Government Investing £300m)

Physical inactivity (building on YBF's Sport England project)

Youth unemployment (Government Investing £90m)

Capacity building:

75 organisations benefiting from capacity building support annually

At least 1 peer support network established annually

In excess of 90% of organisations report that they are more skilled/asset-based/prevention-facing/innovative/impact-focused in line with the YBF 5 Rungs Development Ladder (see narrative in section M)

What are the main activities or outputs you will deliver to achieve these differences?**Youth Hub:**

We want to develop youth hubs (Roundwood, working in partnership with Brent Specialist Academy Trust and others, and at least 4 other hubs). 3000 young people annually will benefit from vocational skills and employability training, physical and mental health improvement programmes and activities that strengthen social cohesion/shared understanding.

Financial Leverage

We have developed a providers consortium, with YBF functioning as lead. We intend to bid to:

£200m Youth Endowment Fund

£90m dormant assets youth employment fund

UK Shared Prosperity Fund

VCSE Health & Wellbeing Fund

Life Chances Fund (linked to Social Impact Bond development) etc - target £2m

We will provide organisational development training/coaching with an emphasis on nurturing a stronger, more concerted focus on trading within the grassroots youth sector, with, correspondingly, less reliance on grant-aid. The target impact will be a financially stronger/more resilient sector. 75 organisations will benefit p.a., receiving 5 days' training/coaching on average.

You and your grant request

What, specifically, are you applying for (your project)?

We are seeking core funding to cover the salary and associated on-costs of the CEO.

The CEO will lead on YBF's 5 Year Forward Strategy, which revolves around:

1. Creation of a multi-purpose youth/community hubs for Brent (transfer of Roundwood in partnership with BSAT and others, plus 4 small hubs elsewhere) ? ultimate target: 3000 young people benefitting per annum/100 local youth organisations either as tenants or regular centre users p.a.
2. Leverage of significant contract/grant funding through the YBF-led Providers Consortium ? target: £2m over 5 years
3. Building capacity of the local grassroots youth sector ? target: 75 organisations benefiting from capacity building support annually. This will be founded on the 75 Rungs Development Ladder? we have expressly formulated, which entails youth organisations:

acquiring relevant skills and knowledge;
becoming asset-based;
shifting focus towards prevention/early intervention;
trialling innovative approaches; and ultimately
becoming focused on the impact they can generate

How will the project described achieve your stated outcomes?

The project is orientated towards enabling Brent's VCSE youth sector organisations to become more resilient, efficient and effective. Access to space is a key barrier to the sector's effectiveness in Brent; this will be surmounted by the creation of several youth hubs.

Lack of funding is a chronic and pervasive challenge to the sector's sustainability; this will be addressed by leveraging large-scale funding through the consortium structure and subsequently devolving this to the grassroots sector through supply chain development/sub-contracting arrangements.

The focus of capacity building will be on working with the sector to adopt an asset-based approach that focuses on young people's strengths and then building on this to shift orientation towards prevention/early intervention, embracing innovation and becoming more impact-focused (Five Rungs Development Ladder).

The wider impact of building the resilience and effectiveness of the frontline sector will be stronger, more resilient communities, with better and more sustainable assets.

How do you know there's a need for this work?

The YBF Five Year Forward Strategy has been informed by comprehensive mapping work we have undertaken with the local sector. For example, regarding strategic objective 1 (asset acquisition/hub creation), we have undertaken detailed feasibility analysis, funded by Big Potential. This revealed that over 70% of YBF member organisations are concerned by lack of affordable space in the borough from which to deliver their services.

In the context of the financial leverage objective, 40% of YBF members have annual turnovers of less than £20k, which inevitably means that large-scale funding is well beyond their scope, unless they join forces through the YBF Providers Consortium.

The 4 main areas we want to support through financial leverage (knife/violent crime, mental health, physical inactivity and unemployment - see above) are all key societal challenges at a national and local level.

Re capacity building objective - the top support need is help with income generation.

How will the work be delivered - specifically, what will you do?**YOUTH HUBS**

We will:

Complete building options appraisal by April 2019, drawing on the Neighbourhood Community Infrastructure Levy funding we have secured
Secure an asset transfer of Roundwood by September 2019
Secure capital funding required for refurbishment/redevelopment by January 2020 and commence building work
Open for business in June 2020
Develop 4 smaller, localised hubs from 2020-2023

FINANCIAL LEVERAGE

We will secure large-scale funding for:

Anti-knife crime project by April 2019
Youth employment project (£90m dormant assets funding), potentially in partnership with other Young People's Foundations, by July 2019
Young people's mental health project by October 2019
Physical activity/anti-childhood obesity project by April 2020

CAPACITY BUILDING

We will:

Undertake diagnostic process to map YBF member organisations to the 5 rungs development ladder
Secure enterprise development funding by July 2019 (via, e.g., Barrow Cadbury Connect Fund) to run an enterprise development programme that enables organisations to transition up the development ladder

Why are you the right organisation to do this work?

YBF is the dedicated infrastructure support organisation (ISO) for the youth sector in Brent so this project is pivotal to its mission and remit. There is no other organisation in Brent that could deliver this project, as articulated.

Moreover, we have the skills, expertise and connections to make the project work.

Over the past 18 months we have been working with national bodies such as NCVO and the Centre for Youth Impact to put the building blocks in place to ensure the project's success:

Carrying out a detailed feasibility study of The Roundwood Centre and holding negotiations with Brent Council on asset transfer

Building a consortium structure and securing our first major commission through Sport England

Developing an anti-gang/knife crime partnership project and reaching the final stage of Lottery funding for this

Developing a clear Theory of Change for sector development revolving around the formulation of 5 Rungs Development Ladder

How does your work complement and not duplicate other services within your area?

YBF's whole approach as a second tier civil society organisation is about strengthening, harnessing and co-ordinating the diverse frontline provision that already exists across Brent's youth sector. For this reason, inherently, our role is complementary to/non-duplicative of, existing services.

Brent has a CVS but its role is generic or sector-wide, i.e. not focused specifically on the youth sector.

In respect of the providers consortium we have built, YBF functions as managing agent or accountable body. In other words, it does not provide direct frontline services but instead manages the prime contract. We are putting this into practice with the £402k Sport England award we have won.

The consortium has been expressly designed to operate according to the principle of subsidiarity, whereby the needs of frontline providers are paramount, such that the consortium approach is only deployed when it is clear that it can add value to local provision.

How will you ensure that your project will hear and represent the views and needs of disadvantaged people and/or diverse communities?

We intend to establish a young people's panel with which we will be able to consult on an ongoing basis on project developments. This panel will be comprised of at least 20 young people, drawn from the beneficiary groups served by the YBF members.

Every effort will be made to ensure the constituency of the panel is as broadly representative as possible of the population of young people our members serve; in terms of gender, ethnicity and diversity of disadvantage - long-term unemployed/NEET, those with a disability, care leavers, ex-offenders etc.

We will consult with the young people about their needs, goals and aspirations, using a variety of means, but particularly deploying social media platforms.

This will assist in shaping the project interventions - helping to build a frontline sector that can best meet young people's needs and enabling young people to fulfil their goals and aspirations.

How does your project engage and empower individuals and/or communities to come together on this issue? Will you be working with people who are particularly excluded?

The beneficiaries of YBF's second tier work will be grassroots organisations who are all working with excluded young people, such as young unemployed people, those with disabilities and mental health problems, and so on.

A core focus of our work will be about bringing the organisations and groups we serve together for mutual benefit. This is a cornerstone of our hub development ambition (strategic objective 1), as the vision for the hub is of a one-stop shop facility wherein numerous front line youth organisations are co-located/co-hosted to provide mutually compatible and complementary activities/services to young people under one roof.

Pivotal to our approach to organisational capacity building (strategic objective 3) will also involve the establishment of peer support networks and cross-organisational mentoring arrangements, so that youth organisations can share best practice and learn from each other. This will be central to the long-term sustainability of youth sector development activity.

Is the focus of your project meeting an already identifiable need (acute or otherwise) or are there elements which are preventative and/or incorporate early action?

The focus of the capacity building strand of our work (strategic objective 3) is to move more youth sector providers towards prevention and early intervention work, rather than responding/reacting to young people when they have got into acute need or crisis.

This is central to YBF's Theory of Change, which in turn inscribes a vision of a local community in which young people are able to thrive. To be able to flourish, young people need to be supported and empowered by the youth organisations they engage with to be build their self-efficacy and resilience so that they can take control of their own lives.

In order to achieve this journey of change, frontline service providers need, themselves, to be prevention-facing and impact orientated (YBF's Five Rungs Development Ladder). In short, YBF's whole approach is to create a virtuous circle of organisational (YBF's Immediate beneficiary) and individual (YBF's ultimate beneficiary) empowerment

Who might you need to work closely with in delivering this project - whether before, during or afterwards?

YBF has a team of associates who are experts in their fields:

Partners for the youth hub development strand:

BSAT (Brent Specialist Academy Trust)

Ethical Property Foundation (national property specialists, focusing on VCSE sector)

Brent Council (re asset transfer/lease arrangements)

Partners for the financial leverage strand:

NCVO (UK's largest VCSE umbrella organisation)

Neil Coulson Associates (national funding expert)

Partners for the capacity building strand:

Centre for Youth Impact (working, in particular, to support grassroots providers to move along the 5 Rungs Development Ladder towards being Impact-orientated, so that their work is increasingly transformational)

A host of YBF members such as:

BANG Edutainment - providing general coaching support to smaller organisations within the YBF membership

Ultra Education - providing training and mentoring in enterprising approaches, again for smaller, under-developed YBF member organisations, in order that they can grow their business/commercial acumen, which in turn will underscore their prospects of financial sustainability.

Our aim as a funder is to help people move positively between any of the four stages of Surviving, Coping, Adapting and Thriving. For your project at which of these stages will most people begin their journey?

As previously indicated, YBF shares this Theory of Change. The vast majority of the young people engaged by YBF member organisations are in survival mode and the focus of the frontline sector is typically about enabling them to survive, or at best, cope with the challenging situations and circumstances they face.

The entire thrust of the YBF 5 Year Forward Strategy is to transform this baseline scenario. In order to achieve this, we need to shift the corporate/organisational mindset of the majority of our member organisations, who themselves are currently mired in the survival stage of the business life cycle (many have gone through the full cycle - pre-start/start-up, survival, growth, expansion and maturity - only to slip back into survival mode). We believe the 2 journeys of change - individual (YBF's ultimate beneficiary) and organisational (YBF's immediate beneficiary) are mutually connected - stronger/more resilient organisations nurture stronger/more resilient individuals.

Will there be any elements of this project that will help you or your beneficiaries to reduce your environmental footprint?

Environmental sustainability will be a key thread running through the project and a central monitoring and evaluation reference point. In practical terms, we will run training/briefing sessions on environmental sustainability as part of the project's capacity building strand. This will also include practical one-to-one support and mentoring, delivered by a YBF specialist, in developing suitable and effective environmental policies and practices that have a focus on minimising energy use, recycling goods as much as possible, maximising use of public transport etc. We will also encourage YBF members to establish 'internal markets' whereby they can trade with each other, as a way of sourcing goods and services locally.

A key consideration for the youth hubs will be acquiring energy-efficient buildings. As such, energy efficiency will be an essential reference point for the Ethical Property Foundation who will be working with YBF on the appraisal of different building options.

Funding required for the project

What is the total cost of the proposed activity/project?

Expenditure heading	Year 1	Year 2	Year 3	Year 4	Year 5	Total
YBF f/t Chief Executive Salary and on-costs	64,177	65,461	66,770	68,106	69,468	333,982
TOTAL:	64,177	65,461	66,770	68,106	69,468	333,982

What income has already been raised?

Source	Year 1	Year 2	Year 3	Year 4	Year 5	Total
John Lyons Charity	15,000	15,000	15,000	15,000	15,000	75,000
TOTAL:	15,000	15,000	15,000	15,000	15,000	75,000

What other funders are currently considering the proposal?

Source	Year 1	Year 2	Year 3	Year 4	Year 5	Total
	0	0	0	0	0	0
TOTAL:	0	0	0	0	0	0

How much is requested from the Trust?

Expenditure heading	Year 1	Year 2	Year 3	Year 4	Year 5	Total
YBF f/t Chief Executive Salary and on-costs	49,177	50,461	51,770	53,106	54,468	258,982
TOTAL:	49,177	50,461	51,770	53,106	54,468	258,982

Who will benefit?

How many people will directly benefit from the grant per year?

3,000

In which Greater London borough(s) or areas of London will your beneficiaries live?

Brent

Does this project specifically target any groups or communities?

Yes - please enter details below

This project will specifically work with the following age groups:

0-15/16-24

This project will specifically work with the following gender groups:

Male

Female

Transgender or other gender identity

This project will specifically work with the following ethnic groups:

Mixed / Multiple ethnic groups

Refugees and asylum seekers

If Other ethnic group, please give details:

N/A

This project will specifically work with Deaf and disabled people:

No

This project will specifically work with LGBTQI groups:

No

This project will specifically work with other groups or communities:

N/A

How will you target the groups/communities you have identified? What is your expertise in providing services for these groups?

YBF is a second tier infrastructure support organisation meeting the needs of the 100+ members who deliver directly to children and young people. Many group are culturally competent relating to very specific cultural needs reflecting Brent's diversity.

Are there any groups or communities you think your organisation will find hard to include through this project?

No

If yes, please specify which groups or communities? Where possible using the categories listed above.

N/A

If yes, what steps will you take to make your services accessible to and meet the needs of the groups/communities you have identified?

N/A

Declaration

I confirm that, to the best of my knowledge, all the information I have provided in this application form is correct. I fully understand that City Bridge Trust has zero tolerance towards fraud and will seek to prosecute and recover funds in every instance.

Please confirm: Yes Full Name: **Sandra White**

Role within **Interim Chief Executive**
Organisation:

The City Bridge Trust

Bridging Divides: Application for a grant



About your organisation

Organisation Details

Name of your organisation: Young Ealing Foundation	
If your organisation is part of a larger organisation, what is its name?	
In which London Borough is your organisation based? Ealing	
Contact person: Ms Elly Heaton-Virgo	Position: CEO
Website: http://www.youngealingfoundation.org.uk	Social Media Accounts: @Young_Ealing
What Quality Marks does your organisation currently hold? Working towards London Youth Quality Mark	

Legal Status

Legal status of organisation: Registered Charitable Incorporated Organisation			
Charity Number: 1171454	Company Number:	CIC Number:	Bencom Number:
When was your organisation established? 09/02/2017			
Aims of your organisation: <ol style="list-style-type: none"> 1. Become an integral part of the local community ? by building membership, local knowledge and our capacity in line with the needs of our members, partners and supporters 2. Provide Informed Advocacy ? by raising awareness of local issues, ensuring the voices of young people and the organisations that support them are heard, listened to and used to inform future decision making 3. Build capacity ? by supporting and strengthening local children and young people's organisations by improving their skills, widening their knowledge and developing better quality youth provision 4. Increase and improve cohesion and partnership working ? by supporting members and partners to work together to create more effective, sustainable solutions, reduce duplication 			

Main activities of your organisation:

Build partnerships and establish relationships with potential partners and supporters from across the voluntary, private and statutory sectors

Support the development of a youth council to ensure the views of local young people are being heard

Provide a cohesive and powerful voice for the local children and young people's sector

Deliver workshops, events, seminars and training responsive to members' needs

Implement a CRM system to allow a simple and effective way for our members to demonstrate impact, for us to demonstrate impact, and to share information

Provide one to one support tailored to members' needs

Provide access to additional support from other organisations like London Youth

Facilitate and administer local grant programmes

Facilitate larger partnership and collaborative bids to funders, enabling smaller local organisations to access additional funding opportunities

Work with our partners to develop local philanthropy

Your Staff & Volunteers

Full-time:	Part-time:	Trustee/Board members:	Active volunteers:
1	1	7	2
Do you have a Safeguarding policy? Yes			
Are the following people in your organisation subject to DBS checks?			
Paid Staff Yes	Volunteers Yes	Trustees / Management Committee Members No	

Property occupied by your organisation

Is the main property owned, leased or rented by your organisation?	If leased/rented, how long is the outstanding agreement?
Rented	3 years

Environmental Impact**What action have you taken in the past year to progress environmentally sustainability principles and practice?**

Since coming into post, I have installed recycling bins in the offices for mixed recyclables. We have a 'paperless' policy, where no printing is done unless unavoidable, and all meeting agendas and documents related are viewed on tablets at meetings and not printed, including at our bi-monthly Trustee Board meetings. All banking is set up as paperless where appropriate, and printing is done double-sided to avoid using excess paper where printing is necessary. We have chosen energy efficient office equipment where possible including our printer, and we use energy saving lightbulbs.

We provide a safe space to store bicycles at the office, so staff are able to cycle rather than drive.

Finance Details

Organisation Finances

	Year of most recent audited / examined accounts	Current financial year forecast	Next financial year budget
End of financial year date	31/03/2018	31/03/2019	31/03/2020
Grants & donations:	£100,000	£168,005	£138,500
Earned income:	£0	£0	£0
Other income:	£0	£0	£0
Total income:	100,000	£163,005	£138,500
Charitable activity costs:	£0	£91,400	£93,000
Cost of raising funds:	£0	£5,500	£6,000
Other costs:	£16,146	£67,300	£75,000
Total expenditure:	£16,146	£159,200	£174,000
Free unrestricted reserves held at year end:	£0	£62,378	£39,500
What is your organisation's reserves policy? The Reserve funds should be based on the Charities Commission Guidance allowing for 25% of annual turnover as the target figure for reserves. This allows all costs relating to redundancy and closure of the service to be met if needed. The reserve fund will be used where the spend cannot be found in the budget by the end of the financial year, provided a minimum of funds are sustained (8% of turnover) and that a commitment is made by the Board of Trustees to replacing these funds within the next financial year.			
For your most recent financial year, what % of your income was from statutory sources? 0%			

Organisational changes

Describe any significant organisational changes to your structure, financial position or core activities since the date of your most recent accounts.

None

Grant Request

Which of the Trust's programmes and priority areas will your application deliver?
Connecting the Capital

Which of the programme outcome(s) does your application aim to achieve?
Connecting the Capital/Civil society organisations are more effective and resilient

Please describe the purpose of your funding request in one sentence.
To provide a community fundraising resource to grassroots organisations, to develop robust impact measurement frameworks and a strong case for support so they become more financially sustainable.

When will the funding be required? **01/04/2019**

Is this request to continue work that is currently funded or has been funded in the last year by:
 City Bridge Trust? Another funder? (if so which)
No

How much funding are you requesting?

Year 1:	Year 2:	Year 3:	Year 4:	Year 5:
£60,407	£60,380	£61,889	£63,436	£65,022

Total Requested: £311,134

What 3 main differences or outcomes do you want to achieve through your funding proposal?

40 - 50 organisations will complete the training outlined above. This training will enable them to understand and articulate what they do (activities), why they do it (need), and what difference it makes (impact). This will enable them to plan for the medium term and beyond.

Organisations will better understand funder's requirements, and funders will better understand organisation needs. Organisations, particularly isolated ones, will develop strong partnerships, leading to larger, stronger funding bids, sharing of best practice and resources, and opportunities to co-produce effectively.

There will be an additional £2m brought into the sector through partnership bids, one-to-one fundraising support and identifying funding opportunities. Our members will be better able to write effective bids and therefore to sustain beyond our support.

What are the main activities or outputs you will deliver to achieve these differences?

Delivering surviving to sustaining training: a year-long, bespoke training course for 8 - 10 organisations per year to develop a strategy and business plan, a theory of change and impact measurement framework, and fundraising strategy and appropriate case for support to ensure sustainability for our members

Offer a programme of bespoke events promoting a range of different topics pertinent to organisational sustainability, with a particular focus on fundraising, and 'surgeries' with local and regional funders to increase opportunities for grass roots organisations to develop relationships with, and pitch to funders

Offer partnership bid and one-to-one fundraising support, identifying appropriate funding opportunities for members, supporting them through the application process, understanding and exploring Income diversification

You and your grant request

What, specifically, are you applying for (your project)?

We are applying for a community fundraising resource. The grant will be used to provide a full time, highly experienced fundraiser, who will deliver bespoke support based on detailed needs analysis of our members. They will work on three discrete areas of support:

1. Developing and delivering in depth 'surviving to sustaining' training to our members, to support them in developing a robust and sustainable organisation by focusing on key areas such as strategic development, business planning, impact measurement, income diversification & fundraising strategy, and communications.
2. Offering a range of events covering a wide range of fundraising and sustainability subjects such as meet the funder events, which complement the more basic, entry level training offered locally already (minimum six per year)
3. Supporting the development of large partnership grant funding applications to enable longer term funding to be provided to smaller organisations (minimum three per year)

How will the project described achieve your stated outcomes?

We want to see a borough that is home to a stronger, more sustainable children and young people's sector, where young people are listened to, where organisations have the resources and expertise to provide services that are of a high quality and accessible to all and where we all work together to help maintain and develop those services and opportunities.

We want grass-roots organisations to have the knowledge, understanding and drive to move towards sustainability. These organisations are at the heart of the community and we hope to support them to demonstrate their full value.

We want to share success and resource with other second tier organisations, such as other Young People's Foundations, in order to show the impact of real collaboration.

We want our members to be valued and prioritised by funders, and for funders to recognise that the route to real social change is through these organisations.

W

How do you know there's a need for this work?

We conducted a stakeholder consultation with over 30 organisations working with children and young people in Ealing, who identified four top challenges facing them:

1. Core funding
2. Sustainability
3. Increased responsibility and pressure on staff and trustees (leading to possible retention issues)
4. Focus on innovation

Austerity has devastated services for children and young people:

Over £39 million has been cut from council youth service budgets across London, placing greater pressure on community and voluntary organisations.

As services reduce, we lose knowledgeable and experienced practitioners.

A decline in community spaces, especially those specifically designed for children and young people, makes it harder to engage children and young people and develop trusted relationships.

An increasingly competitive funding environment requires organisations to robustly identify need, demonstrate Impact and provide 'innovative' solutions to Issues facing children and young people, but many smaller grassroots organisations do not have the capacity to respond.

How will the work be delivered - specifically, what will you do?

Surviving to sustaining training: this training will be delivered to members by the community fundraising manager plus experts in the areas from other organisations. It will cover the key elements listed above, and include significant one to one support, including sessions with the organisations trustees and key staff in developing various outputs of the course, such as an organisational Strategy and business plan. It is anticipated that this programme will take around a year to fully complete.

Income generation events and seminars: Opportunities to meet funders, learn about and decipher the political landscape and how it can impact organisational strategy, understanding income diversification and other similar topics that add value to what is already available locally.

Partnership bids: Identifying appropriate grant funding streams and supporting the development of meaningful partnerships between organisations who can co-deliver, and supporting these partnerships to submit grant applications that they would not normally consider.

Why are you the right organisation to do this work?

In less than a year, the Young Ealing Foundation has developed relationships with over 50 grass roots organisations and conducted in-depth needs analysis of those organisations' needs. Existing infrastructure support organisations in the area are restricted in their offer to very basic, generic support because of funding restrictions. The Young Ealing Foundation has secured over £50,000 a year to directly support the sector in small grants, and have supported members to secure a further £250,000 in the last year.

Our management team and trustee board have extensive experience of the CYP sector in Ealing and can bring strong network and influential contacts. We have developed strategic partnerships with the Council, CCG, Ealing CVS, London Youth and others. Independently funded, we do not compete with members for funding opportunities or charge a management fee for our support of partnership bids.

How does your work complement and not duplicate other services within your area?

We work closely with local infrastructure organisations as well as wider partners such as London Youth to coordinate services and avoid duplication. We have a formal partnership with London Youth around the Ealing offer, and we have hosted joint training and infrastructure support events with our partners. We sit on local steering groups to ensure our offer is complementary.

The Young Ealing Foundation focuses specifically on the CYP sector. In the last eight years, the turnover of Ealing CVS has halved from over £1m a year and statutory youth provision has lost around two thirds of its funding, from over £2m a year.

We can take a hands-on approach to fundraising, supporting members through individual and group training, bid writing support and designing projects. Our reputation and record of accomplishment with key funders allows us to broker specific new opportunities more than advice-focused services in the area.

How will you ensure that your project will hear and represent the views and needs of disadvantaged people and/or diverse communities?

Part of our purpose is to support our members to be fit-for-purpose. This means our core team will work with organisations to ensure that they:

- ? Identify needs of diverse communities and provide appropriate services
- ? Develop services to ensure maximum take up by all groups, particularly groups facing disadvantage and discrimination
- ? Improving access to information provided, considering the needs of disadvantaged and diverse groups
- ? Ensuring our staff are trained to deliver services in line with these commitments
- ? Monitoring take up of our services by organisations working with disadvantaged groups
- ? Include user representation from disadvantaged groups in our activities as advisers to or members of our trustee board

We are currently working with our members to set up a youth board in Ealing. The Board will meet to identify priorities for work with children and young people in Ealing, and evaluate existing services to identify gaps.

How does your project engage and empower individuals and/or communities to come together on this issue? Will you be working with people who are particularly excluded?

We have conducted an in-depth needs analysis of organisations working with the children and young people in Ealing. They have expressed a strong wish for support that focuses more on developing the long-term sustainability of organisations, and not just focusing on short-term 'firefighting' support. Including this is starting a dialogue with them on what is really important for their organisation's survival and sustainability.

One of the things we are focused on is bring these organisations together regularly to build partnerships, allow best practice sharing and to connect organisations that are currently working in isolation. There are already a number of local forums, so we won't be adding an additional one, but we are working with each forum that exists to ensure that our members are well-represented and that the content is reflective of the sector's needs. Many of our members work with excluded and under-represented groups.

Is the focus of your project meeting an already identifiable need (acute or otherwise) or are there elements which are preventative and/or incorporate early action?

The project focuses on an acute need to secure funds for children's and young people's organisations' services in Ealing, to develop sustainability. Without better access to, and better tools to successfully bid for, funding, many community-based organisations and services are at risk of closing.

Small and medium charities need to build up their fundraising capacity with funded advice and training programmes (Centre For London Report, 2018) and infrastructure organisations like YHF are recognised as playing a key role in bringing together small organisations and larger funders to pursue a shared impact (The Way Ahead, 2016).

This project also has an explicit focus on finding new funding models in partnership with grass-roots organisations and funders. These new partnership models and funding opportunities are preventative and will help small to medium charities to transition into new funding and delivery models.

Who might you need to work closely with in delivering this project - whether before, during or afterwards?

Part of the Young Ealing Foundation's core purpose is to collaborate closely with any organisations that can help improve the lives of children and young people in Ealing. To achieve this mission, we will work with:

- ? Young Ealing Foundation members and stakeholders
- ? Other second-tier support organisations such as Ealing CVS and London Youth
- ? Local, London-wide and national trusts and foundations
- ? London-wide statutory funders such as GLA
- ? Development partners who can provide technical expertise to members in monitoring and evaluation, impact measurement frameworks, governance etc.
- ? Key local decision-making bodies i.e. Ealing Council and Ealing CCG to ensure close collaboration between local government and the youth sector
- ? Local statutory service providers, especially the education and healthcare sector, to better integrate statutory and non-statutory services for young people
- ? Local businesses and employers
- ? Schools brokered through the Council
- ? Other Young People Foundations to share learning and experiences

Our aim as a funder is to help people move positively between any of the four stages of Surviving, Coping, Adapting and Thriving. For your project at which of these stages will most people begin their journey?

The majority of the young people supported by our members will start their journeys at ?Surviving? as these organisations have grown up out of an organic local need when children and young people are identified as facing multiple issues in areas such as:

- ? Health and wellbeing including physical, mental and emotional health
- ? Disability
- ? Involvement in, or at risk of involvement in, crime and anti-social behaviour including youth violence
- ? Young people in or leaving care
- ? Young carers
- ? Youth employment and skills development
- ? Risk of discrimination based on gender, religion, disability, ethnicity or sexuality
- ? Refugees, asylum seekers and vulnerable migrants

The Young Ealing Foundation recognises the value of ensuring children and young people have the opportunity to thrive. We will support many organisations who provide opportunities for children and young people to move through the four stages of development, with a long term focus on ?Thriving?.

Will there be any elements of this project that will help you or your beneficiaries to reduce your environmental footprint?

Any elements of this project that help beneficiaries to reduce their environmental footprint will be incidental and not measured. We will encourage all members who benefit from our support to consider co-working spaces, and how to make the best use of existing facilities and resources. We will also encourage all members, as part of the process, to adopt paperless monitoring and evaluation, and make best use of technology and CRM systems wherever possible.

Funding required for the project

What is the total cost of the proposed activity/project?

Expenditure heading	Year 1	Year 2	Year 3	Year 4	Year 5	Total
Community Fundraising Manager (£35K + 17.5% NI + Pension)	39,754	40,748	41,767	42,811	43,881	208,961
IT Infrastructure/equipment	1,500	0	0	0	0	1,500
Travel & expenses	900	923	946	969	993	4,731
Event costs	2,400	2,460	2,522	2,585	2,649	12,615
Training costs	6,000	6,150	6,304	6,461	6,623	31,538
Training & development	1,000	1,025	1,051	1,077	1,104	5,256
Management & overheads	8,373	8,582	8,797	9,016	9,242	44,010

TOTAL:	60,407	60,380	61,889	63,436	65,022	311,134
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What income has already been raised?

Source	Year 1	Year 2	Year 3	Year 4	Year 5	Total
	0	0	0	0	0	0
TOTAL:	0	0	0	0	0	0

What other funders are currently considering the proposal?

Source	Year 1	Year 2	Year 3	Year 4	Year 5	Total
	0	0	0	0	0	0
TOTAL:	0	0	0	0	0	0

How much is requested from the Trust?

Expenditure heading	Year 1	Year 2	Year 3	Year 4	Year 5	Total
Community Fundraising Manager (£35K + 17.5% NI + Pension)	39,754	40,748	41,767	42,811	43,881	208,961
IT Infrastructure/equipment	1,500	0	0	0	0	1,500
Travel & expense	900	922	946	0	0	4,731
Event costs	2,400	2,460	2,522	2,585	2,649	12,615
Training costs	6,000	6,150	6,304	6,461	6,623	31,538
Training & development	1,000	1,025	1,051	1,077	1,104	5,256
Management & Overheads	8,373	8,582	8,797	9,016	9,242	44,010
TOTAL:	60,407	60,380	61,889	63,436	65,022	311,134

Who will benefit?

How many people will directly benefit from the grant per year?

4,000

In which Greater London borough(s) or areas of London will your beneficiaries live?

Ealing

Does this project specifically target any groups or communities?

Yes - please enter details below

This project will specifically work with the following age groups:

0-15/16-24

This project will specifically work with the following gender groups:

This project will specifically work with the following ethnic groups:

If Other ethnic group, please give details:

This project will specifically work with Deaf and disabled people:

No

This project will specifically work with LGBTQI groups:

No

This project will specifically work with other groups or communities:

How will you target the groups/communities you have identified? What is your expertise in providing services for these groups?

As a membership organisation, we will provide service to existing members with whom we have already developed relationships and conducted needs assessments with. We are also continuing to recruit new members.

Are there any groups or communities you think your organisation will find hard to include through this project?

No

If yes, please specify which groups or communities? Where possible using the categories listed above.

If yes, what steps will you take to make your services accessible to and meet the needs of the groups/communities you have identified?

Declaration

I confirm that, to the best of my knowledge, all the information I have provided in this application form is correct. I fully understand that City Bridge Trust has zero tolerance towards fraud and will seek to prosecute and recover funds in every instance.

Please confirm: Yes Full Name: **Elly Heaton-Virgo**

Role within **CEO**
Organisation:

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Bridging Divides: Application for a grant

About your organisation

Organisation Details

Name of your organisation: Young Harrow Foundation	
If your organisation is part of a larger organisation, what is its name?	
In which London Borough is your organisation based? Harrow	
Contact person: MR Dan Burke	Position: Chief Executive
Website: http://youngharrowfoundation.org	Social Media Accounts:
What Quality Marks does your organisation currently hold?	

Legal Status

Legal status of organisation: Registered Charitable Incorporated Organisation			
Charity Number: 1163589	Company Number:	CIC Number:	Bencom Number:
When was your organisation established? 16/09/2015			
Aims of your organisation: <p>The overall aim of Young Harrow Foundation (YHF) is to develop a thriving sector of effective, resilient CSOs delivering improved outcomes for children and young people (CYP) in Harrow. YHF works with member CSOs, statutory bodies, funders, local businesses, schools and communities to tackle challenges facing children and young people and establish more effective ways of delivering activities which meet their needs. We aim to:</p> <ol style="list-style-type: none"> 1. Increase CSOs' access to funding, including for organisational and core costs, to help them deliver stronger outcomes for CYPs. 2. Develop new strategic cross-sector partnerships and innovative ways of working to meet the needs of CYPs. 3. Support our members becoming more sustainable through having more effective and efficient organisational processes and practices. 			

Main activities of your organisation:

Our key activities are:

1. Increasing access to funding
 - a. 1:1 member bid writing and fundraising support
 - b. Developing the skills and capacity of CSOs to fundraise more effectively for themselves
 - c. Making small grants to CSOs to support ?hard to fund? expenditure items (core costs, pilots)
2. Developing strategic partnerships
 - a. Bringing together members, funders, local providers, the Council and other stakeholders to identify and raise awareness of the needs of C&YP in Harrow
 - b. Provide leadership when working with Harrow Council and other statutory bodies
 - c. Creating new cross-sector partnership models to achieve stronger outcomes for CYP across the five key areas of need in Harrow.
3. Developing the resources of member CSOs
 - a. Supporting members to develop effective organisational practices (quality mark accreditations, improving financial, governance and performance management)
 - b. Develop the skills and capacity of CSOs to create and sustain partnerships with other organisations
 - c. Promote effective sharing of resources such as a shared ?venue bank?.

Your Staff & Volunteers

Full-time:	Part-time:	Trustee/Board members:	Active volunteers:
1	7	7	10
Do you have a Safeguarding policy? Yes			
Are the following people in your organisation subject to DBS checks?			
Paid Staff Yes	Volunteers Yes	Trustees / Management Committee Members Yes	

Property occupied by your organisation

Is the main property owned, leased or rented by your organisation?	If leased/rented, how long is the outstanding agreement?
Leased	2

Environmental Impact

What action have you taken in the past year to progress environmentally sustainability principles and practice?

We are currently reviewing our environmental policy as part of our overall review of our policies and procedures. We are working within the terms of the Leasehold to reduce environmental impact wherever possible. To date the following is in place:

- ? Flexible / home working policy to minimise staff travel and minimise the carbon footprint of commuting, including investment in cloud-based management and communication tools to support remote working
- ? Only heating rooms in use.
- ? A paper re-cycling facility and active reduction of printing and paper usage
- ? Replacement of disposable plastics and polystyrene with reusable items
- ? Recycling printer cartridges
- ? Signs reminding that lights and heaters are turned off when locking up.
- ? Installation of draft excluders as office insulation.

Finance Details

Organisation Finances

	Year of most recent audited / examined accounts	Current financial year forecast	Next financial year budget
End of financial year date	31/03/2018	31/03/2019	
Grants & donations:	£246,968	£259,445	£0
Earned income:	£0	£0	£0
Other income:	£0	£9,147	£0
Total income:	246,968	£268,592	£0
Charitable activity costs:	£204,216	£234,098	£0
Cost of raising funds:	£0	£8,000	£0
Other costs:	£0	£28,500	£0
Total expenditure:	£204,216	£270,598	£0
Free unrestricted reserves held at year end:	£30,000	£30,000	£0
What is your organisation's reserves policy? Our policy is to budget for a general reserves fund of about £30k. This would be equivalent to about three months core staff salaries and would enable us to meet urgent operating costs in the event of any unexpected emergency.			
For your most recent financial year, what % of your Income was from statutory sources? 0%			

Organisational changes

Describe any significant organisational changes to your structure, financial position or core activities since the date of your most recent accounts.

n/a

Grant Request

Which of the Trust's programmes and priority areas will your application deliver?

Connecting the Capital/Capacity building support

Which of the programme outcome(s) does your application aim to achieve?

Connecting the Capital/Civil society organisations are more effective and resilient

Please describe the purpose of your funding request in one sentence.

To support small and medium CSOs in Harrow to access funding Individually and in partnership for children and young people's services and core and organisational costs

When will the funding be required? **01/01/2019**

Is this request to continue work that is currently funded or has been funded in the last year by:

City Bridge Trust?

No

Another funder? (If so which)

John Lyons Charity

How much funding are you requesting?

Year 1:

£56,981

Year 2:

£58,435

Year 3:

£59,933

Year 4:

£61,475

Year 5:

£63,064

Total Requested: £299,888

What 3 main differences or outcomes do you want to achieve through your funding proposal?

100 small and medium CSOs working with children and young people in Harrow are better equipped with the necessary skills and capacity to compete to win funding for their activities, including core organisational costs

50 small and medium CSOs working with children and young people in Harrow better equipped to develop effective bid partnerships with each other and other key stakeholders.

50 small and medium CSOs are working in effective long-term non-financial partnerships with other stakeholders in Harrow as a result of a change of culture around partnership working.

What are the main activities or outputs you will deliver to achieve these differences?

YHF achieving success in new funding bids totalling £1.5m for individual small and medium CSOs supporting children and young people in Harrow through 1:1 fundraising support

YHF achieving success in new partnerships funding bids totalling £1.5m for small and medium CSOs supporting children and young people in Harrow

YHF develops the skills and capabilities of small and medium CSOs people to create and sustain new non-funding partnerships with other stakeholders working with children and young people in Harrow

You and your grant request

What, specifically, are you applying for (your project)?

We are applying for funding of £299,888 for five years to achieve £3 million of restricted and unrestricted funding for CSOs working with CYPs in Harrow to achieve stronger and more sustainable outcomes. Funding will help YHF work proactively with CSOs one to one and in partnership consortia so that they are better equipped to evidence needs, make strong bids to funders themselves and better appreciate the benefits of working together. The project will emphasise the importance of learnt experience and will provide CSOs with practical opportunities to trial new approaches to funding and partnerships working. This will include creating new partnership models that are not focussed around a bid, or consortium funding process, to encourage longer term and more genuine collaboration between CSOs and other stakeholders in Harrow. Funding sought will cover 70% of the CEO and 60% of the Fundraising Manager staff costs.

How will the project described achieve your stated outcomes?

This project responds directly to the needs of 100 member CSOs by providing fundraising support on 1:1 and partnership basis. It will increase income for members by £3,000,000 over 5 years for both projects serving CYP and core organisational costs. We will achieve improved outcomes for CYP through the provision of additional services focussed on the five needs areas and by supporting organisations with the skills, experience and reach within Harrow to have significant impact over the long term. However, we also recognise that in the ongoing funding climate, CSOs must develop better ways of working partnership with each other and other stakeholders locally in order to access funding and provide services. The project aims to directly support new forms of partnership working (financial and non-financial) through capacity and tools development, brokering relationships and providing new platforms for collaboration on the five needs areas.

How do you know there's a need for this work?

Small and medium charities need to build up their fundraising capacity with funded advice and training programmes (Centre For London Report, 2018) and Infrastructure organisations like YHF are recognised as playing a key role in bringing together small organisations and larger funders to pursue a shared impact (The Way Ahead, 2016). YHF members consistently rate Finding New Funding Opportunities and lack of Networking Opportunities as their two most critical support needs (YHF Members Survey 2017). Often stretched to capacity, small and medium CSOs struggle to submit lengthy or demanding funding applications to the quality required to be competitive and Fundraising Support consistently scores highly as a key need. YHF's experience is that as well as lacking the networks of potential partners, small to medium CSOs also lack the experience, skills and practice of developing joint proposals, creating partnership agreements and contracts and day to day management of projects in consortia.

How will the work be delivered - specifically, what will you do?

Funding support

- ? 1:1 bid writing support for CSOs to improve quality of outcomes
- ? Supporting CSOs to create the highest quality proposals using evidence and impact data
- ? Supporting CSOs to meet the minimum standards expected of funders in governance, financial management, safeguarding and reporting
- ? Using YHF's networks and reputation to broker new funding opportunities for members
- ? Facilitating proposal design and supporting bid writing for partnership bids
- ? Developing new forms of funding opportunities (e.g. Match funding models) and pilot new forms of engagement with funders.

Partnership Support

- ? Supporting CSOs working with CYP in Harrow to collaborate through Issue-specific forums
- ? Creating partnership templates and tools to make collaboration easier (e.g. Sub-contracting guidance, consortia governance policies)
- ? Developing the skills and confidence of CSOs to better engage in collaboration and partnership working.

Why are you the right organisation to do this work?

YHF has secured over £1,000,000 for Harrow CSOs working with CYPs in Harrow directly and as a facilitating partner. Finding funding, networking and improving the quality of funding activity are key priorities for our members. YHF has a dedicated fundraising team to support our members. YHF members have said in our Annual Survey that they are satisfied or extremely satisfied with the fundraising (92%) and networking services (98%) YHF provides. YHF led the Harrow Needs Analysis alongside schools, Harrow Council and CSOs to research and highlight the needs of CYPs in Harrow.

YHF's management team and trustee board have extensive experience of the CYP sector in Harrow and can bring strong network and influential contacts. We have developed strategic partnerships with the Council, CCG, Safer Harrow Partnership and others. Independently funded, YHF does not compete with members for funding opportunities or charge a management fee for leading partnership bids.

How does your work complement and not duplicate other services within your area?

YHF works closely with other Harrow infrastructure organisations (Harrow Community Action, Voluntary Action Harrow and Harrow Voluntary Sector Forum) to coordinate services and avoid duplication. These organisations offer a range of capacity building and training services for CSOs. Whilst VAH offer fundraising training to all CSOs and HCA support partnership bidding, only YHF focusses on CYP and the organisations that support them. YHF works closely with VAH to share funding knowledge coordinate organisational development services and quality mark training.

Because of YHF's expertise it can take a more 'hands on' approach to fundraising which will support members through 1:1 mentoring, bid writing support and designing effective projects. YHF's reputation and track record with key funders allows this project to more directly broker new funding opportunities than other more advice focussed services in the area.

How will you ensure that your project will hear and represent the views and needs of disadvantaged people and/or diverse communities?

We will ensure we monitor how well we implement our Equality and Diversity which commits to:

- ? identifying needs of diverse communities and provide appropriate services
- ? developing services to ensure maximum take up by all groups, particularly organisations working with groups facing disadvantage and discrimination
- improving access to information provided, considering the needs of disadvantaged and diverse groups
- ensuring our staff are trained to deliver services in line with these commitments
- monitoring take up of our services by organisations working with disadvantaged groups
- seeking to include user representation/voice from disadvantaged groups into our activities as volunteers or advisers to our trustee board

We will work with our members to ensure that the voice of disadvantaged CYPs is represented in youth forums and panels. Our Needs Analysis highlighted five priority areas including mental health, youth violence, lack of skills and jobs and inequality which we will be focusing our support on.

How does your project engage and empower individuals and/or communities to come together on this issue? Will you be working with people who are particularly excluded?

Partnership development is a key strand of our strategy and day to day activities. Our successes, particularly our new initiative setting up partnership groups of CSOs, public sector bodies, businesses and other key stakeholders to address the key issues from our Needs Analysis, will empower local organisations to maintain their partnerships. As also will our peer leaders? network of CSOs. YHF members predominantly work with sections of the Harrow community that are particularly excluded and disadvantaged. 78% of members focus exclusively on serving excluded and disadvantaged CYP, across a broad spectrum of needs and spanning a range of inequalities. Members? beneficiaries include CYPs struggling with emotional health and well-being, youth and gang violence, being carers, LGBTI young people who are bullied and excluded from wider society, young refugees, asylum seekers and vulnerable migrants facing uncertain residency, racial abuse, or poverty and young people lacking skills and routes to employment.

Is the focus of your project meeting an already identifiable need (acute or otherwise) or are there elements which are preventative and/or incorporate early action?

The project focusses on an acute need to secure funds for vital CYPs services in Harrow, to make sure CSOs are fit for purpose and sustainable over the long term. Without better access to funding, many organisations and services are at risk of closing, and many small and medium CSOs are reliant on declining grant and statutory income.

However, the project has an explicit focus on finding new funding models in partnership with CSOs and funders. These new partnership models and funding opportunities are preventative and will help small to medium charities to transition into new funding and delivery models.

Who might you need to work closely with in delivering this project - whether before, during or afterwards?

YHF's core purpose is to collaborate closely with organisations which can help improve the lives of CYPs in Harrow. To achieve these outcomes, YHF will engage:

- YHF member organisations and associate members
- Local, London-wide and national trusts and foundations
- London-wide statutory funders such as GLA
- Development partners such as VAH, Upshot, etc. who can provide technical expertise to members in monitoring and evaluation, impact measurement frameworks, governance etc.
- Key local decision-making bodies i.e. Harrow Council and Harrow CCG to ensure close collaboration between local government and the youth sector
- Local statutory service providers, especially the education and healthcare sector, to better integrate statutory and non-statutory services for young people
- Local businesses and employers
- Schools brokered through the Council
- Other Young People Foundations to share learning and experiences

Our aim as a funder is to help people move positively between any of the four stages of Surviving, Coping, Adapting and Thriving. For your project at which of these stages will most people begin their journey?

Most of the young people supported by our members are at the first two stages ?

Surviving and Coping. They would include CYPs struggling with:

- ? emotional health and well-being
- ? youth and gang violence
- ? a caring role
- ? being LGBTI and bullied and excluded from wider society
- ? being refugees, asylum seekers and vulnerable migrants facing uncertain residency, racial abuse, or poverty.
- ? lack of skills and routes to work

Will there be any elements of this project that will help you or your beneficiaries to reduce your environmental footprint?

YHF will support our members to reduce their environmental footprint by:

- ? Creating digital platforms for communication and collaboration to reduce travel and associated carbon footprint (online database of services and partners)
- ? Support members in conducting environmental impact assessments (EIA)
- ? Support members to access funds to support EIA through fundraising and grant writing support
- ? Support members with physical assets to reduce their energy consumption as a part of overall sustainability planning and ongoing asset management support
- ? Reduce the needs for physical office space and energy consumption by pooling the resources of members through a ?Venue Bank?

Funding required for the project

What is the total cost of the proposed activity/project?

Expenditure heading	Year 1	Year 2	Year 3	Year 4	Year 5	Total
CEO Salary (contribution, 28 hours)	34,500	35,535	36,601	37,699	38,830	183,165
Fundraising Manager (contribution, 12 hours)	13,966	14,385	14,817	15,261	15,719	74,147
Core / On Costs	4,840	4,840	4,840	4,840	4,840	24,200
Project Costs (venues for training and local programmes / workshops)	2,800	2,800	2,800	2,800	2,800	14,000
Travel	500	500	500	500	500	2,500
Events	375	375	375	375	375	1,875

TOTAL:	56,981	58,435	59,933	61,475	63,064	299,888
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What income has already been raised?

Source	Year 1	Year 2	Year 3	Year 4	Year 5	Total
	0	0	0	0	0	0

TOTAL:	0	0	0	0	0	0
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What other funders are currently considering the proposal?

Source	Year 1	Year 2	Year 3	Year 4	Year 5	Total
	0	0	0	0	0	0

TOTAL:	0	0	0	0	0	0
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40 45 40 95 30

£ 200,000

How much is requested from the Trust?

Expenditure heading	Year 1	Year 2	Year 3	Year 4	Year 5	Total
CEO Salary (contribution, 28 hours)	34,500	35,535	36,301	37,699	38,830	183,165
Fundraising Manager (contribution, 12 hours)	13,966	14,385	14,817	15,261	15,719	74,147
Core / On Costs	4,840	4,840	4,840	15,261	15,719	24,200
Project Costs (venues for training and local programmes / workshops)	2,800	2,800	2,800	2,800	2,800	14,000
Travel	500	500	500	500	500	2,500
Events	375	375	375	375	375	1,875
TOTAL:	56,981	58,435	59,933	61,475	63,064	299,888

Who will benefit?

How many people will directly benefit from the grant per year?

100

In which Greater London borough(s) or areas of London will your beneficiaries live?

Harrow

Does this project specifically target any groups or communities?

No - open to everyone

This project will specifically work with the following age groups:

0-15/16-24

This project will specifically work with the following gender groups:

This project will specifically work with the following ethnic groups:

If Other ethnic group, please give details:

This project will specifically work with Deaf and disabled people:

No

This project will specifically work with LGBTQI groups:

No

This project will specifically work with other groups or communities:

How will you target the groups/communities you have identified? What is your expertise in providing services for these groups?

Are there any groups or communities you think your organisation will find hard to include through this project?

No

If yes, please specify which groups or communities? Where possible using the categories listed above.

If yes, what steps will you take to make your services accessible to and meet the needs of the groups/communities you have identified?

Declaration

I confirm that, to the best of my knowledge, all the information I have provided in this application form is correct. I fully understand that City Bridge Trust has zero tolerance towards fraud and will seek to prosecute and recover funds in every instance.

Please confirm: Yes Full Name: **Malcolm John**

Role within **Chair**
Organisation:



Bridging Divides: Application for a grant

About your organisation

Organisation Details

Name of your organisation: Young Westminster Foundation	
If your organisation is part of a larger organisation, what is its name?	
In which London Borough is your organisation based? Westminster	
Contact person: Ms Helen Mann	Position: Development Manager
Website: http://ywfoundation.com	Social Media Accounts: @ywestfound
What Quality Marks does your organisation currently hold? N/A	

Legal Status

Legal status of organisation: Registered Charitable Incorporated Organisation			
Charity Number: 1169255	Company Number:	CIC Number:	Bencom Number:
When was your organisation established? 13/09/2016			
Aims of your organisation: The promotion of the voluntary sector primarily in the City of Westminster in particular by building the capacity of charitable and voluntary organisations working with children and young people and providing them with the necessary advice, support, information, training and services to enable them to pursue their charitable purposes and improve the efficiency and management of their resources. b. To advance in life and relieve the needs of young people through making grants to charities and voluntary organisations that do any or all of the following: ? the provision of recreational and leisure time activities provided in the interest of social welfare, designed to improve their conditions of life and increase their opportunities; ? providing support and activities which develop their skills, capacities and capabilities to enable them to participate in society as mature and responsible individuals.			

Main activities of your organisation:

To create and support a member network of not for profit organisations working with young people and children (0-25) through :

Networking events

Support in fundraising

Linking them with business partners who are able to offer support either financially or pro-bono

To recruit and develop a team of young ambassadors to support our research, help shape our strategy and convey our message to the communities in Westminster

To work with Westminster organisations to secure funding and support for the communities they are in and to engender a better understanding of those communities.

To work with other strategic partners in the borough to ensure cohesion and ensure appropriate opportunities for young people are developed made available and taken up .

To maintain an active business partnership programme to support local young people.

Your Staff & Volunteers

Full-time:	Part-time:	Trustee/Board members:	Active volunteers:
1	3	8	15
Do you have a Safeguarding policy? Yes			
Are the following people in your organisation subject to DBS checks?			
Paid Staff Yes	Volunteers Yes	Trustees / Management Committee Members Yes	

Property occupied by your organisation

Is the main property owned, leased or rented by your organisation?	If leased/rented, how long is the outstanding agreement?
Rented	2 yrs

Environmental Impact**What action have you taken in the past year to progress environmentally sustainability principles and practice?**

Our approach to environmental sustainability includes minimising our impact wherever possible. This includes:

- Adoption of a paper-free office approach, print is only used when really necessary
- Recycling printer cartridges, paper, cans and other waste
- Encouraging staff to cycle rather than use transport

Finance Details

Organisation Finances

	Year of most recent audited / examined accounts	Current financial year forecast	Next financial year budget
End of financial year date	31/03/2018	31/03/2019	
Grants & donations:	£184,687	£226,555	£0
Earned income:	£15,693	£4,250	£0
Other income:	£0	£0	£0
Total income:	200,339	£230,806	£0
Charitable activity costs:	£115,378	£343,344	£0
Cost of raising funds:	£0	£0	£0
Other costs:	£0	£0	£0
Total expenditure:	£115,378	£343,344	£0
Free unrestricted reserves held at year end:	£50,977	£27,090	£0
What is your organisation's reserves policy? It is the Charity's Policy to hold no less than three months' operating costs in reserves.			
For your most recent financial year, what % of your income was from statutory sources? 51-60%			

Organisational changes

Describe any significant organisational changes to your structure, financial position or core activities since the date of your most recent accounts.

None

Grant Request

Which of the Trust's programmes and priority areas will your application deliver? Connecting the Capital/Capacity building support															
Which of the programme outcome(s) does your application aim to achieve? Connecting the Capital/Local communities have better, more sustainable, assets (financial, physical, environmental) Connecting the Capital/Civil society organisations are more effective and resilient															
Please describe the purpose of your funding request in one sentence. Funding to cover 60% of the CEO role and 40% of the Development Manager role and office rent/expenses															
When will the funding be required? 01/04/2019															
Is this request to continue work that is currently funded or has been funded in the last year by: City Bridge Trust? Another funder? (If so which) Yes															
How much funding are you requesting? <table style="width: 100%; border: none;"> <tr> <td style="width: 20%;">Year 1:</td> <td style="width: 20%;">Year 2:</td> <td style="width: 20%;">Year 3:</td> <td style="width: 20%;">Year 4:</td> <td style="width: 20%;">Year 5:</td> </tr> <tr> <td>£59,125</td> <td>£59,125</td> <td>£59,125</td> <td>£59,125</td> <td>£59,125</td> </tr> <tr> <td colspan="5" style="text-align: center; padding-top: 10px;">Total Requested: £295,625</td> </tr> </table>	Year 1:	Year 2:	Year 3:	Year 4:	Year 5:	£59,125	£59,125	£59,125	£59,125	£59,125	Total Requested: £295,625				
Year 1:	Year 2:	Year 3:	Year 4:	Year 5:											
£59,125	£59,125	£59,125	£59,125	£59,125											
Total Requested: £295,625															

What 3 main differences or outcomes do you want to achieve through your funding proposal?

Organisations will be more able to jointly deliver services and apply for funding to do so . Greater understanding of other organisations work and expertise resulting in less duplication and a more cohesive connected community sector

A convincing and accurate picture of need is developed as evidence for funding applications. Young people are part of helping us shape our strategy and identify and convey the best way to ensure young people in Westminster are better able to access opportunities and thrive.

More funding in the sector leads to more robust and sustainable organisations. Local businesses through working with local charities will have a better understanding of the needs of their local community leading to ongoing funding and a robust and sustainable sector. Local communities have better, more sustainable, assets(financial, physical, environmental).

What are the main activities or outputs you will deliver to achieve these differences?

Bring the community of member organisations in Westminster together through quarterly networking events and develop co-working and partnerships for fundraising applications . Inform and up-skill on fundraising opportunities through one to one member meetings and monthly newsletters.

Sustain and develop our young ambassador programme to ensure that our research is up to date and that we have a team of people able to communicate effectively with their peers .

Work with business to secure investment and partnerships for working relationships between members and local businesses.

You and your grant request

What, specifically, are you applying for (your project)?

YWF is an exciting cross-sector partnership, working with youth clubs, charities, schools, businesses and Westminster City Council to create the best opportunities for brighter futures for all young people in Westminster.

We connect our members, funding partners and strategic partners to shape opportunities, broker new funds and create the best services for children and young people in Westminster. Our members include youth clubs, charities and social enterprises delivering grass-root services to children and young people.

We are applying for Funding to cover the costs of the CEO and Development Manager . The CEO leads on the strategy and overall vision of the foundation as well as our work with businesses. The role of the Development Manager is key in ensuring that our members are supported and consulted especially in relation to funding applications. Our office ,situated centrally in the Borough, allow us to easily visit all members and businesses.

How will the project described achieve your stated outcomes?

We will support our members to develop their skills to build capacity and become financially robust resulting in a more effective, resilient and sustainable sector.

Our members will be better connected and have an understanding of Westminster projects avoiding duplication and encouraging joint working. We will encourage partnership working and consortia bidding for funding. Members will have an improved understanding of available funding and skills to apply for it .

Partnership working with young people and a range of stakeholders including businesses will ensure greater access to a range of opportunities and confidence to access them.

Businesses and statutory providers (including WCC , NHS) will have a better understanding of the needs, concerns and aspirations of young people growing up in Westminster through consultation, research and involvement in projects.

Young people will help shape future services and opportunities in Westminster through consultation and research work

How do you know there's a need for this work?

In 2017 we undertook a peer-led Needs Analysis of young people in Westminster . This report ' A city Within a City ' has informed our vision and highlighted needs in certain areas .Ongoing consultation with young people ensures that our focus is current and needed. Since the recent cuts to funding for Westminster youth services no longer receive any funding from WCC. We know through consultation with our member organisations that they are struggling not only to maintain delivery of their provision but also to find capacity and appropriate skills within their organisation to identify funding streams and apply for funding .Members are also not used to working in partnership and have told us that they welcome introductions to other members.

Businesses have told us they welcome the opportunity to hear the views of young people and the opportunity to be involved and make a difference in their communities.

How will the work be delivered - specifically, what will you do?

Through partnership working we will :

Train and work with a team of young people - Young Ambassadors - who will inform our work and keep our consultation and research work current.

Work closely with our members to understand their needs and support them as appropriate assisting with funding applications, introducing them to business partners and organising membership and networking meetings .

We will identify and form relationships with business partners in Westminster brokering introductions to enable business to support our members in the best way possible both financially and through pro-bono support and volunteering . Through these partnerships we will raise funds which will go directly towards a Grants programme which members will be eligible to apply for .

Our CEO will represent the voice of young people and our members lobbying as appropriate.

We will write funding applications on behalf of our members to major funders .

Why are you the right organisation to do this work?

As a non delivery organisation we are able to concentrate on supporting others this includes both our member charities and businesses and we will link them up as appropriate. Our development Manager is able to identify funding opportunities and support members as appropriate in applications either through consortium bids written on their behalf or by linking up members for partnership work .

Our close working relationship with WCC also allows us to bring in member partners with their community expertise to supplement their work (often bringing funding with it) .

With a focus on young people and a team of young ambassadors our expertise and knowledge will make us the "go to" organisation for those wanting to understand the needs of young people in Westminster and how best to support them .

In a period of 9 months we have secured 72 member organisations.

How does your work complement and not duplicate other services within your area?

As a non delivery organisation our work has a different focus to that of our members.

There is no longer a local authority youth service in Westminster -a gap which needs filling

We work closely with One Westminster to ensure that there is no duplication and to share learning , events and knowledge. Jackie Rosenberg CEO of One Westminster is a YWF trustee which ensures that our strategy reflects this.

We will consult as required when working on new projects and awarding funding - for example we have recently awarded money for an employability pilot to a member organisation the spec for which was devised following consultation with a range of stakeholders already working in the field ensuring that our pilot would not duplicate work already being undertaken .

We will continue to talk to others funding projects in Westminster to share knowledge and avoid duplication .

How will you ensure that your project will hear and represent the views and needs of disadvantaged people and/or diverse communities?

In early 2018 we published our peer-led Needs Analysis ' A City within a City '. This report examines the views and needs of 250 young people in Westminster - many of them living in the most deprived areas such as Church street which has the highest levels of poverty in London (50%) The findings and the themes that came through have shaped our strategy and workstream . Our member organisations and young people are based in some of the most deprived wards of Westminster and their views will be heard through ongoing consultation led by their peers and our team of young ambassadors .Our close relationship with WCC teams working with the most disadvantaged young people including Early Help team, Intergrated Gangs Unit , Pupil Referral Units will ensure that we have access to the views of disadvantaged young people.

How does your project engage and empower individuals and/or communities to come together on this issue? Will you be working with people who are particularly excluded?

We will engage and empower individuals in several ways :

Through our Young Ambassador programme we will encourage young people to actively engage in social action campaigns around issues they have themselves identified. We will work with them to lead further research and consultation to further explore the needs identified in our Need Analysis .

Through consulting our members about what support they require and bringing our members together at regular events we will bring members together to consider how best to build sustainability in the sector..

Through consulting the young people accessing the opportunities and services delivered by our members we will empower young people to share their views in a solution focused way .

We will work with members who have expertise with various groups to reach those who are excluded or at risk of exclusion such as PRUs , Virtual Schools , Learning Disability members organisations.

Is the focus of your project meeting an already identifiable need (acute or otherwise) or are there elements which are preventative and/or incorporate early action?

Our Needs Analysis has identified the views and needs of Young People in Westminster and our recent follow up consultation In June 2018 identified some of the ways of tackling the issues. These included a full range of diversionary /preventative activities and programmes offered through youth clubs and community based organisations. With the recent funding cuts to youth services in Westminster (Westminster has received an 89% cut to funding for youth services since 2011/12- Sian Berry report Londons Lost Youth Services March 2018) the youth clubs in Westminster are now facing an acute need for funding and support around sustainability. Our work will focus around supporting the youth clubs and member organisations to become sustainable and to allow them to continue their largely preventative work in supporting young people across the Westminster.

Businesses have also told us that they welcome expertise on how to support young people.

Who might you need to work closely with in delivering this project - whether before, during or afterwards?

We will work closely with all organisations delivering opportunities and services to young people in Westminster this will include.

Westminster City Council and their various teams including Employment , Policy , Early help , Integrated Gangs Unit , Public Health , Troubled Families team , City Lions (WCC cultural programme) , Youth Council and local councillors to ensure they understand the needs of their local community and are able to influence service provision and funding.

Other partners include:

Schools - including PRUs

Police

Housing Associations

NHS and Health and Wellbeing Partners (Central London CCG, Healthwatch, Central London Health Care ,CAHMs)

Businesses

Museums and other cultural partners offering opportunities for young people

We will also continue to work closely with One Westminster and funders including Westminster Amalgamated Charities , St Giles ,Strand Parishes , Westminster Foundation. London Youth , GLA and the other Young People's Foundations.

Our aim as a funder is to help people move positively between any of the four stages of Surviving, Coping, Adapting and Thriving. For your project at which of these stages will most people begin their journey?

Our members are delivering a range of services which touch all of the four stages listed eg RedThread will be working with young people at the point of trauma in hospitals having experienced serious violence while Dream Arts an arts performance/therapy charity will be working on coping mechanism for young people experience mental health problems and enabling them to adapt and adopt strategies to allow them to thrive.

The youth clubs who we are looking to support ultimately provide an safe place and environment for young people to thrive. We believe that all young people growing up in Westminster . Our vision is that all young people in Westminster grow up healthy, safe and happy with the best opportunities to thrive with a brighter future. We believe our work will support organisations to empower young people and allow them to thrive supporting them at all stages to achieve this.

Will there be any elements of this project that will help you or your beneficiaries to reduce your environmental footprint?

no

Funding required for the project

What is the total cost of the proposed activity/project?

Expenditure heading	Year 1	Year 2	Year 3	Year 4	Year 5	Total
Funding for CEO (100%)	57,500	57,500	57,500	57,500	57,500	287,500
Funding for Development Manager(100%)	40,250	40,250	40,250	40,250	40,250	201,250
Funding for Marketing Officer (100%)	12,038	0	0	0	0	12,038
Funding Office Manager (100%)	11,000	17,400	17,400	17,400	17,400	81,638
Finance Support	3,100	2,400	2,400	2,400	2,400	12,700
Interns and Volunteers	8,272	6,000	6,000	6,000	6,000	32,272
Office and Administrative Running Costs	26,930	26,930	26,930	26,930	26,930	134,650
Rent and Service Charge	6,000	6,000	6,000	6,000	6,000	30,000
Other overheads	20,930	20,930	20,930	20,930	20,930	104,650

TOTAL:	186,020	177,410	177,410	177,410	177,410	890,660
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What income has already been raised?

Source	Year 1	Year 2	Year 3	Year 4	Year 5	Total
John Lyons Charity	50,000	0	0	0	0	50,000
income through charged services	0	0	0	0	0	0
Income through managed projects	0	0	0	0	0	0

TOTAL:	50,000	0	0	0	0	50,000
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What other funders are currently considering the proposal?

Source	Year 1	Year 2	Year 3	Year 4	Year 5	Total
Westminster City Council	0	0	0	0	0	0

TOTAL:	0	0	0	0	0	0
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How much is requested from the Trust?

Expenditure heading	Year 1	Year 2	Year 3	Year 4	Year 5	Total
CEO	34,500	34,500	34,500	34,500	34,500	172,500
Development Manager	16,100	16,100	16,100	16,100	16,100	80,500
Rent and service charge	6,000	6,000	6,000	16,100	16,100	30,000
Contribution to running costs: Telephone	900	900	900	900	900	4,500
Contribution to overheads: Insurance	745	745	745	745	745	3,725
Contribution to Independent Exam Fee	880	880	880	880	880	4,400

TOTAL:	59,125	59,125	59,125	59,125	59,125	295,625
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Who will benefit?

How many people will directly benefit from the grant per year?

12,000

In which Greater London borough(s) or areas of London will your beneficiaries live?

Westminster

Does this project specifically target any groups or communities?

Yes - please enter details below

This project will specifically work with the following age groups:

0-15/16-24

This project will specifically work with the following gender groups:

Male

Female

Transgender or other gender identity

This project will specifically work with the following ethnic groups:

Mixed / Multiple ethnic groups

If Other ethnic group, please give details:

This project will specifically work with Deaf and disabled people:

No

This project will specifically work with LGBTQI groups:

No

<p>This project will specifically work with other groups or communities:</p>
<p>How will you target the groups/communities you have identified? What is your expertise in providing services for these groups? We will work through member organisations with expertise in their communities and through our young ambassadors</p>
<p>Are there any groups or communities you think your organisation will find hard to include through this project? No</p>
<p>If yes, please specify which groups or communities? Where possible using the categories listed above.</p>
<p>If yes, what steps will you take to make your services accessible to and meet the needs of the groups/communities you have identified?</p>

Declaration

I confirm that, to the best of my knowledge, all the information I have provided in this application form is correct. I fully understand that City Bridge Trust has zero tolerance towards fraud and will seek to prosecute and recover funds in every instance.

Please confirm: Yes Full Name: **Helen Mann**

Role within **Development Manager**
 Organisation:

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The City Bridge Trust

Bridging Divides: Application for a grant



About your organisation

Organisation Details

Name of your organisation:

Advocacy In Greenwich

If your organisation is part of a larger organisation, what is its name?

In which London Borough is your organisation based?

Greenwich

Contact person:

Ms Anita Rickard

Position:

Project Manager

Website:

<http://www.advocacyingreenwich.org.uk>

Social Media Accounts:

@advocacyingreen

What Quality Marks does your organisation currently hold?

Advocacy Quality Performance Mark, Disability Confident, Association of Quality Checkers

Legal Status

Legal status of organisation: **Registered Charlty**

Charity Number:

1009787

Company Number:

CIC Number:

Bencom Number:

When was your organisation established? **13/03/1992**

Aims of your organisation:

To assist and support disabled people within the area of benefit, In particular by providing them with a range of advocacy services, with a focus on people with a learning disability and to work strategically to influence policy and practice.

We want everyone to have rights, choices and chances; to be able to say what they want and to be heard and to be part of the community. We work together with people with learning disabilities to make this happen

Main activities of your organisation:

We work with people with a learning disability, mainly in the Royal Borough of Greenwich but also across London. We share our learning with projects and work taking place nationally in order to improve the lives of people with a learning disability. Many people we work with have complex communication and we use multi-media resources to support people to make choices.

Our offer includes:

Independent One to one advocacy:- under the Care Act; for men with learning disabilities leaving prison; for parents with a learning disability where there are child protection concerns.

Self advocacy groups- Safe Places Project, Health Project, Employment Ambassadors, People's Parliament- elected MPs representing their peers at decision making meetings locally and nationally. London Forum for people with a learning disability. Accessible Learning Disability Awareness Training.

Promoting advocacy through workshops

Supporting people to develop skills and to have paid and voluntary roles within the organisation

Supporting people with learning disabilities to take on leadership roles locally, regionally.

Your Staff & Volunteers

Full-time:	Part-time:	Trustee/Board members:	Active volunteers:
1	8	3	1

Do you have a Safeguarding policy? **No**

Are the following people in your organisation subject to DBS checks?

Paid Staff Yes	Volunteers Yes	Trustees / Management Committee Members Yes
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Property occupied by your organisation

Is the main property owned, leased or rented by your organisation?	If leased/rented, how long is the outstanding agreement?
Rented	6 months notice on either side

Environmental Impact**What action have you taken in the past year to progress environmentally sustainability principles and practice?**

Our office has a sensory lighting system so lights are activated when staff move around the office.

Our office is in a building which recycles most items.

We are in the process of moving from paper systems to electronic systems.

We encourage staff to use public transport or cycle where possible.

Finance Details

Organisation Finances

	Year of most recent audited / examined accounts	Current financial year forecast	Next financial year budget
End of financial year date	31/03/2017	31/03/2019	
Grants & donations:	£254,534	£171,891	£0
Earned income:	£0	£0	£0
Other income:	£119	£0	£0
Total income:	254,653	£171,891	£0
Charitable activity costs:	£226,351	£185,091	£0
Cost of raising funds:	£0	£0	£0
Other costs:	£950	£900	£0
Total expenditure:	£227,301	£185,991	£0
Free unrestricted reserves held at year end:	£44,850	£39,000	£0
What is your organisation's reserves policy? In the 2016 -17 accounts we had agreed to set aside £25,000 for unforeseen circumstances but this has recently been reviewed and increased to £35,000			
For your most recent financial year, what % of your income was from statutory sources? 51-60%			

Organisational changes

Describe any significant organisational changes to your structure, financial position or core activities since the date of your most recent accounts.

Our chair resigned at our AGM in December 2017. He had been chair and trustee for a number of years and we have been unable to replace him. An experienced trustee has agreed to take on the tasks of the chair. We have a new and experienced trustee who is a person with a learning disability

Grant Request

Which of the Trust's programmes and priority areas will your application deliver? Positive Transitions																			
Which of the programme outcome(s) does your application aim to achieve? Positive Transitions/Vulnerable and disadvantaged Londoners are more resilient and empowered to make positive choices Positive Transitions/Londoners experiencing inequality or disadvantage are supported to become more independent																			
Please describe the purpose of your funding request in one sentence. Supporting Young people to explore a range of options and make positive choices as they move into adulthood.																			
When will the funding be required? 01/01/2019																			
Is this request to continue work that is currently funded or has been funded in the last year by: City Bridge Trust? Another funder? (if so which) No																			
How much funding are you requesting? <table style="width: 100%; border: none;"> <tr> <td style="width: 20%;">Year 1:</td> <td style="width: 20%;">Year 2:</td> <td style="width: 20%;">Year 3:</td> <td style="width: 20%;">Year 4:</td> <td style="width: 20%;">Year 5:</td> </tr> <tr> <td>£30,988</td> <td>£28,051</td> <td>£28,892</td> <td>£29,759</td> <td>£30,651</td> </tr> <tr> <td colspan="5" style="text-align: center; padding-top: 10px;">Total Requested: £148,341</td> </tr> </table>					Year 1:	Year 2:	Year 3:	Year 4:	Year 5:	£30,988	£28,051	£28,892	£29,759	£30,651	Total Requested: £148,341				
Year 1:	Year 2:	Year 3:	Year 4:	Year 5:															
£30,988	£28,051	£28,892	£29,759	£30,651															
Total Requested: £148,341																			

What 3 main differences or outcomes do you want to achieve through your funding proposal?

Individuals will develop new skills, become more confident about the future. They will have more positive relationships with their peers and increased self esteem. They will be less fearful of the future and have an increased awareness of their own strengths. They will have good team skills.

Young people will have an opportunity to explore Housing, Employment, Education and Training options. They will know more about how to keep themselves safe and how to have positive friendships and relationships. They will become more confident in group settings and more confident about the future.

The outcomes will be the same as above. Young people will be linked to democratic processes. They will be involved in shaping services locally and regionally.

What are the main activities or outputs you will deliver to achieve these differences?

2 weekly self advocacy groups for young men and women focusing on transition and the challenges that young people with learning disabilities face when leaving school/college and moving into adulthood. Groups will use creative ways of exploring change and developing skills and tools that they can use during the transition process.

Quarterly facilitated workshops focusing on key themes.g Safeguarding, Housing, Employment, Friendships and Relationships, Further education and training. The MP for moving on will be supported to plan for and facilitate the workshops. Using creative ways e.g Film, Drama, of supporting people to be involved and included in the focus groups

Bi- Annual Moving On Forum. A larger group facilitated by the MP for Moving On and other MPs giving people important information that will support them to make choices and to gather their views about services and producing reports which are then shared with decision makers locally and regionally.

You and your grant request

What, specifically, are you applying for (your project)?

Providing weekly self advocacy groups and regular workshops in schools and colleges for young people with learning disabilities in transition from children to adult services. Groups will focus on moving on supporting young people to develop team skills, confidence and to have information about supports and services available so that they are able to make informed choices when they move on. A Self Advocacy worker will be supported by an experienced sessional group worker to facilitate a weekly group with young women and one with young men. Group members will identify a theme linked to moving on and the challenges they face that they can focus on during the year and use the most appropriate method e.g film, music, poetry to support them to move towards adulthood and change. Project staff will support MPs from the People's Parliament to facilitate accessible workshops for larger groups about moving on and safeguarding.

How will the project described achieve your stated outcomes?

Groups members will develop skills and confidence in their own abilities. They will be less fearful and more positive about the future. They will be better equipped to move into adulthood. In self advocacy groups and in larger workshops young people will learn more about the range of services available e.g education, employment, housing and health. as well as raising awareness about the range of options and services the MPs will consult with young people and be supported to represent the views of their peers at decision making meetings locally and regionally.

In groups, forums and accessible safeguarding workshops young people will learn about keeping themselves and others safe when they are in college and out in the community. They will learn about how to have good friendships and relationships. They will know about hate and mate crime and what to do if they are victims of or witness either.

How do you know there's a need for this work?

Young people with learning disabilities are less likely to have a paid job and live independently than their peers. They are more likely to come from disadvantaged families where parents have a low expectation of their future. They are less likely to take risks in their lives and are rarely supported to understand risks and how to keep themselves safe. Many young people leave college and become lost to services reappearing again through the criminal justice system as perpetrators or victims of crime, or as parents in child protection proceedings struggling to get appropriate support to care for their children. They are more likely to be victims of hate crime, and are vulnerable to grooming. Many young people that we work with have complex communication and autism and often find it difficult to develop and maintain relationships and friendships. Information about transition and choices is often aimed at carers.

How will the work be delivered - specifically, what will you do?

The Self Advocacy worker and sessional group worker will facilitate 2 1.5 hour weekly groups in a local sixth form college with young people with learning disabilities. A young men's group and a young women's group. The young people will identify a key theme related to transition to focus on and then identify an activity that will support them to explore the identified theme e.g. making a film, writing a song, making posters. Young people will be supported to develop key roles within the groups and activities. AIG staff will support young people to develop new skills, to take on different roles moving at a pace that young people feel comfortable with.

We will facilitate accessible workshops supporting young people to meet together in larger groups, sharing ideas and experiences and learning as well as finding out about the range of services and supports available and about keeping safe.

Why are you the right organisation to do this work?

We have a track record of providing accessible groups, workshops and forums. We have worked with adults and young people with learning disabilities in creative ways designing and using a range of resources to support people to understand information and to make choices.

We have worked in schools and colleges providing self advocacy groups over a number of years. We have positive relationships with teaching staff within these establishments. We have positive feedback from young people who have been group members as well as staff in the schools and colleges who have seen the young people become more confident within their school and college and develop new skills.

We have a track record of facilitating accessible focus groups and larger consultations, supporting people with learning disabilities to engage and involve their peers in developing services.

We are well networked and always ensure that our project work is shared with networks.

How does your work complement and not duplicate other services within your area?

There is no other organisation in the area working in this way with young people in transition.

Statutory Health and Social Care Providers should be involving and including young people with learning disabilities in their own transition plans and in developing plans for young people borough wide but often it is the carer who is vocal and consulted.

There is no other organisation that is supporting young people with learning disabilities in transition to have a voice and to represent themselves and their peers at a service development level.

How will you ensure that your project will hear and represent the views and needs of disadvantaged people and/or diverse communities?

We will be working with staff in schools and colleges to identify the most marginalised and disadvantaged young people.

We will use creative ways of involving young people who struggle to express their views and wishes in ways that other people can understand.

The weekly small groups will give people who may struggle in larger groups a safe space to explore their hopes and fears about transition and to find the most appropriate way of sharing this with their peers and decision makers.

The larger workshops and Forums will give young people the opportunity to meet with their peers and learn from each other. We will support the MPs from the People's Parliament who facilitate the workshops and Forums to find accessible ways of including and involving people with complex communication. The MPs will prepare accessible reports, including films and share at decision making meetings in the borough.

How does your project engage and empower individuals and/or communities to come together on this issue? Will you be working with people who are particularly excluded?

All of our work focuses on engaging and empowering people we work with. People with learning disabilities have paid roles within the organisation where they represent their peers, and work to improve services and supports.

Each of the groups will be supporting people to come together focusing on positive transitions.

We facilitate the election of representatives and elected members of the People's Parliament. Young People have the opportunity to elect their peers and to ensure that the MPs are representing their views and experiences. We use a range of tools to ensure that we include people with complex needs and communication. People have the opportunity to join groups of various sizes with a range of structures e.g self advocacy group, workshops and Forum. The self advocacy groups will be tailored to the needs of each of its members and ultimately will be led by its members.

Is the focus of your project meeting an already identifiable need (acute or otherwise) or are there elements which are preventative and/or incorporate early action?

The project aims to support young people to have a better chance of reaching their full potential by working to remove the barriers that this particular group of young people face when moving from children to adult services.

In small groups young people will talk about their fears for the future and the barriers that they face finding creative ways of working together to plan and work towards the future.

All small group members will have the opportunity to develop a tool that they can use to tell others about their ideas and plans for the future e.g film, poster, poem etc.

The workshops and Moving On Forum will give larger numbers of young people the opportunity to find out what is available to support them in transition and through the People's Parliament to influence the development of accessible and appropriate services in the borough.

Who might you need to work closely with in delivering this project - whether before, during or afterwards?

We will work closely with young people themselves in the small groups to develop the ideas for the themes of the groups. We will work with the MPs from the People's Parliament, particularly the MP for Transition to plan and deliver the workshops and forums and to bring the views of the young people to decision making meetings. We will work with the staff in the local sixth form college and school for young people with learning disabilities. Staff will know the communication and support needs of the young people.

We will also work with the Transitions team in the borough to raise awareness of the needs of young people with learning disabilities in Transition.

We will work with local voluntary agencies who currently provide support and services to people with learning disabilities e.g. employment support.

Our aim as a funder is to help people move positively between any of the four stages of Surviving, Coping, Adapting and Thriving. For your project at which of these stages will most people begin their journey?

The majority of the young people we will be working with in the small self advocacy groups will be at the Surviving or Coping stage. Staff will support us to identify young people who are the most marginalised and isolated within the college and school and are struggling because of lack of confidence and low self esteem. Our experience has shown us that as young people develop skills and confidence in small groups they become more confident in other settings within the school or college.

In larger groups we would expect young people to range from Surviving to Adapting and we would be working towards supporting young people to be thriving. They will become more confident about the future and be helping to shape services. We anticipate that there will be some young people who may want to take on paid roles within the organisation as trainers, employment Ambassadors, MPs.

Will there be any elements of this project that will help you or your beneficiaries to reduce your environmental footprint?

We are moving to a smaller office where we will use less heating and lighting.

We recycle as much as we can.

Our new offices will be closer to one venue and equidistant from another so staff will be travelling less.

Our new offices will be closer to many voluntary and statutory sector organisations so all staff will be travelling less between meetings and will be able to walk to meetings.

We will be colocating offices and will be working to share resources like photocopiers etc.

We are aiming to ensure that we access and store more information on the cloud to reduce the amount of paper that we use and store.

Funding required for the project

What is the total cost of the proposed activity/project?

Expenditure heading	Year 1	Year 2	Year 3	Year 4	Year 5	Total
Staff Salaries	19,703	20,294	20,902	21,529	22,175	104,603
Consultant Costs	1,415	1,457	1,501	1,546	1,592	7,511
Office Costs	700	721	742	764	787	3,714
Rent/ Room Hire	3,000	3,090	3,183	3,278	3,376	15,927
IT	900	80	83	86	89	1,238
Telephone	500	515	530	546	562	2,653
Insurance and Audit	520	536	552	569	586	2,763
Staff Travel and Training	1,250	1,288	1,327	1,367	1,408	6,640
Staff Recruitment	3,000	70	72	74	76	3,292
TOTAL:	30,988	28,051	28,892	29,759	30,651	148,341

What income has already been raised?

Source	Year 1	Year 2	Year 3	Year 4	Year 5	Total
TOTAL:	0	0	0	0	0	0

What other funders are currently considering the proposal?

Source	Year 1	Year 2	Year 3	Year 4	Year 5	Total
TOTAL:	0	0	0	0	0	0

How much is requested from the Trust?

Expenditure heading	Year 1	Year 2	Year 3	Year 4	Year 5	Total
Staff Salaries	19,703	20,294	20,902	21,529	22,175	104,603
Consultant costs	1,415	1,457	1,501	1,546	1,592	7,511
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IT	900	80	83	86	89	1,238
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Staff travel and Training	1,250	1,288	1,327	1,367	1,408	6,640
Staff Recruitment	3,000	70	72	74	76	3,292
TOTAL:	30,988	28,051	28,892	29,759	30,651	148,341

Who will benefit?

How many people will directly benefit from the grant per year?
90

In which Greater London borough(s) or areas of London will your beneficiaries live?
Greenwich

Does this project specifically target any groups or communities?
Yes - please enter details below

This project will specifically work with the following age groups:
16-24

This project will specifically work with the following gender groups:

This project will specifically work with the following ethnic groups:

If Other ethnic group, please give details:

This project will specifically work with Deaf and disabled people:
Yes

This project will specifically work with LGBTQI groups:
No

This project will specifically work with other groups or communities:

People with learning Disabilities

How will you target the groups/communities you have identified? What is your expertise in providing services for these groups?

We are well networked in Greenwich and have been working with young people with learning disabilities in schools and colleges since 2000

Are there any groups or communities you think your organisation will find hard to include through this project?

No

If yes, please specify which groups or communities? Where possible using the categories listed above.

If yes, what steps will you take to make your services accessible to and meet the needs of the groups/communities you have identified?

Declaration

I confirm that, to the best of my knowledge, all the information I have provided in this application form is correct. I fully understand that City Bridge Trust has zero tolerance towards fraud and will seek to prosecute and recover funds in every instance.

Please confirm: Yes Full Name: **Anita Rickard**

Role within **Director**
Organisation:

The City Bridge Trust

Bridging Divides: Application for a grant



About your organisation

Organisation Details

Name of your organisation: Albert Kennedy Trust	
If your organisation is part of a larger organisation, what is its name? N/A	
In which London Borough is your organisation based? Hackney	
Contact person: Ms Lucy Bowyer	Position: Assistant Director of Services
Website: http://www.akt.org.uk	Social Media Accounts: Twitter- @albertkennedytr Instagram - albertkennedytrust Facebook /TheAlbertKennedyTrust
What Quality Marks does your organisation currently hold? none	

Legal Status

Legal status of organisation: Registered Charity			
Charity Number: 1093815	Company Number: 04494989	CIC Number:	Bencom Number:
When was your organisation established? 17/05/2002			
Aims of your organisation: AKT Aims and Objectives: The objectives as set out in the memorandum of articles are: 1) To relieve LGBT young persons in conditions of need, hardship or distress by advancing education and training and by providing or assisting in the provision of accommodation, information, advocacy, advice, counselling and other forms of assistance for such young person who have a need thereof. 2) To relieve LGBT parents or guardians in conditions of need, hardship or distress by the provision of respite care for children of such persons who have a need thereof. AKT's Mission Preventing LGBTQ+ youth homelessness, because no young person should have to choose between a safe home and being who they are.			

Main activities of your organisation:

The Albert Kennedy Trust (AKT) is a registered charity which has been working in London since 1995 to provide support, advice and guidance to young people aged 16-25 who are lesbian, gay, bisexual or transgender (LGBT) and who are homeless or at risk of homelessness. It also delivers services in Manchester and Newcastle upon Tyne and provides support through a secure digital platform to young people wherever they are. These young people have often suffered abuse, violence or rejection because of their gender identity or sexual orientation and have become estranged from their family on 'coming out'. This can force them into risky situations without safe accommodation. The charity offered advice and support to around 300 young people across Greater London over the previous year, helping them to find a safe and sustainable place to live and get their lives back on track.

Your Staff & Volunteers

Full-time:	Part-time:	Trustee/Board members:	Active volunteers:
16	4	12	60
Do you have a Safeguarding policy? Yes			
Are the following people in your organisation subject to DBS checks?			
Paid Staff Yes	Volunteers Yes	Trustees / Management Committee Members Yes	

Property occupied by your organisation

Is the main property owned, leased or rented by your organisation?	If leased/rented, how long is the outstanding agreement?
Leased	12 year lease

Environmental Impact**What action have you taken in the past year to progress environmentally sustainability principles and practice?**

The Albert Kennedy Trust has an environmental policy. The charity recognises that day-to-day operations can impact both directly and indirectly on the environment. It aims to protect and improve the environment through practical measures, by adopting best practice wherever possible. The Albert Kennedy Trust works to integrate environmental considerations into its business decisions and adopt greener alternatives wherever possible, throughout its services. This includes recycling in the offices and using public transport wherever possible while conducting business. The organisation is in the process of becoming paperless with all documents to be saved digitally from 2018 onwards.

Finance Details

Organisation Finances

	Year of most recent audited / examined accounts	Current financial year forecast	Next financial year budget
End of financial year date	31/03/2018	31/03/2019	31/03/2020
Grants & donations:	£474,644	£1,202,343	£0
Earned income:	£488,957	£8,750	£0
Other income:	£359,643	£88,036	£0
Total income:	1,323,244	£1,299,129	£0
Charitable activity costs:	£859,861	£1,053,448	£0
Cost of raising funds:	£245,682	£235,072	£0
Other costs:	£0	£0	£0
Total expenditure:	£1,105,543	£1,288,520	£0
Free unrestricted reserves held at year end:	£643,827	£643,837	£0
What is your organisation's reserves policy? The Trustees conduct an annual assessment of risk and a review of the reserves policy and have elected to utilise a proportion of unrestricted funds to develop new and existing services. They also believe that it is prudent to ensure that sufficient reserves are retained to provide financial flexibility. The reserves held should equate to around four months of the resources expended (£368,514). Actual unrestricted funds at year end were £643,827. The Trustees have allocated designated funds of £174,991 to support future national projects and Infrastructure development and £196,896 for contractual obligations to support AKT in a winding up situation.			
For your most recent financial year, what % of your income was from statutory sources? 1-10%			

Organisational changes

Describe any significant organisational changes to your structure, financial position or core activities since the date of your most recent accounts.

Since AKT's most recent accounts of 31st March 2018 there has been a slight restructure of AKT's senior management team which now consists of a Chief Executive managing a Director of Operations; Director of Finance; Director of Fundraising and the creation of an Assistant Director of Services. There have been no other significant changes affecting the organisation.

Grant Request

Which of the Trust's programmes and priority areas will your application deliver? Positive Transitions/Children & young people				
Which of the programme outcome(s) does your application aim to achieve? Positive Transitions/Londoners experiencing inequality or disadvantage are supported to become more Independent				
Please describe the purpose of your funding request in one sentence. AKT will prevent young LGBTQ people who have become homeless in London from becoming homeless again by improving their skills to find and sustain housing, education, employment or training.				
When will the funding be required? 01/04/2019				
Is this request to continue work that is currently funded or has been funded in the last year by: City Bridge Trust? Another funder? (if so which) Yes				
How much funding are you requesting?				
Year 1: £30,000	Year 2: £30,000	Year 3: £0	Year 4: £0	Year 5: £0
Total Requested: £60,000				

What 3 main differences or outcomes do you want to achieve through your funding proposal?

Young LGBTQ people from Greater London experiencing inequality or disadvantage are placed in safe homes where they no longer face harm or risk and are supported to become independent ? 200 over two years.

Young LGBTQ people from Greater London experiencing inequality or disadvantage achieve independence through securing or sustaining employment, education or training ? 70 over two years.

Young LGBTQ people from Greater London experiencing inequality or disadvantage have been advised and improved their skills in order to successfully maintain a tenancy and become independent ? 36 over two years

What are the main activities or outputs you will deliver to achieve these differences?

150 young LGBT people from Greater London who are homeless, vulnerably housed, or in a hostile environment have their needs assessed per year

40 young LGBT people who are homeless or vulnerably housed, are given 1:1 support in order access or sustain education, employment or training per year

20 young LGBT people from Greater London who are homeless or vulnerably housed, are given life and tenancy skills training per year

You and your grant request

What, specifically, are you applying for (your project)?

This request is for two-year funding towards the salary costs of AKT's London Service Manager who assesses the needs of young LGBT people who are homeless or vulnerably housed and carries out casework on their behalf.

How will the project described achieve your stated outcomes?

AKT hopes to change the life chances of young LGBTQ homeless people to be housed and reduce the long term impacts that homelessness has. It hopes to prevent homelessness for LGBTQ young people where possible and provide them with support to change their direction. AKT will also be aiming to prevent young LGBTQ people who have become homeless, from becoming homeless again through improving their skills to get into, and sustain, education, employment or training and by teaching them how to find sustainable accommodation.

How do you know there's a need for this work?

In 2015 AKT conducted a national scoping review of the experience of homelessness for young LGBT people aged 16-25 in the UK. This found that young people who identify as LGBT are over-represented within youth homeless populations (24%). LGBT young people are at a higher risk of becoming homeless due to parental rejection, familial physical, sexual and emotional abuse, and familial violence. Once homeless, LGBT youth are more likely to experience violence and discrimination, develop substance abuse problems, be exposed to sexual exploitation, and engage in higher levels of risky sexual behaviour, than their non-LGBT peers.

How will the work be delivered - specifically, what will you do?

The London Service Manager will plan and oversee the placement of young LGBTQ people in AKT's Purple Door London Hostel; with volunteer Host Carers or in other safe housing and help them to eventually move on to Independent living. They will support these young people to achieve sustainable futures through securing or sustaining employment, education or training and help them improve their skills in order to successfully maintain a tenancy. They will also plan and oversee the matching of mentor relationships for young LGBTQ people. They will manage and support AKT's Purple Door Worker in London and in turn, are managed by AKT's Assistant Director of Services. The charity offered advice and support to around 300 young people across Greater London over the previous year, helping them to find a safe and sustainable place to live and get their lives back on track.

Why are you the right organisation to do this work?

Originally founded in 1989 in Manchester, AKT has been operating in London delivering this mission since 1995. 80% of AKT's 12 trustees are LGBT. All bring their unique experiences, both professional and personal, to the role of trustee. Their professional skills and experiences include diversity and inclusion; LGBTQ policy and research; finance and banking; young people's health and wellbeing; law practice and policing; PR and communications; housing and regeneration; education; management and fundraising. The charity's Chief Executive has led AKT since 2007 and his specialisms are mental health (Social Worker), HIV/sexual health, homelessness, business development research and fundraising. He has spent the last 28 years in senior paid and voluntary roles campaigning for the rights of LGBT people across the UK and internationally.

How does your work complement and not duplicate other services within your area?

AKT is the only organisation dedicated solely to helping LGBTQ homeless young people. It aims to work with other partners to identify and work with young people who meet its target demographic. AKT works as part of the London Youth Gateway and is part of Jigsaw, which specifically works with LGBTQ young people, to provide joined up services for any young person who is homeless and prevent duplication of services.

How will you ensure that your project will hear and represent the views and needs of disadvantaged people and/or diverse communities?

AKT has appointed a Youth Engagement Officer who is co-creating a youth engagement programme to ensure young people can express their views on the development of the organisation and their experiences of AKT's services openly and safely and to ensure the voices and experiences of young people are at the heart of the charity's work. AKT already holds consultation events with young LGBTQ people including an annual youth strategy day, a Youth Conference and appoints Youth Ambassadors to speak on its behalf. AKT also organises ad-hoc focus groups with young people about particular projects and campaigns.

AKT has developed a satisfaction survey for young LGBTQ people to complete following contact with services and the services team is using this data to improve what they do. In 2017-18 89% of the young people helped by AKT felt more positive about their situation as a result of AKT's intervention.

How does your project engage and empower individuals and/or communities to come together on this issue? Will you be working with people who are particularly excluded?

AKT provides support, advice and guidance to young people aged 16-25 who are lesbian, gay, bisexual or transgender (LGBT) and who are homeless or living in a hostile environment. They have often suffered abuse, violence or rejection because of their gender identity or sexual orientation and have become estranged from their family on 'coming out'. This can force them into risky situations without safe accommodation. This can include young people affected by domestic abuse; with mental health needs; migrants and refugees and survivors of domestic and sexual abuse; modern day slavery; trafficking; or hate crime. AKT's Youth Engagement Project will ensure that these young LGBTQ people are recognised, included and heard in the consultations and decision making processes of national and local government, public and voluntary sector organisations on issues of equality, housing and homelessness.

Is the focus of your project meeting an already identifiable need (acute or otherwise) or are there elements which are preventative and/or incorporate early action?

AKT is keen to reduce the long-term and significant social health impacts of rejection, abuse and homelessness on young LGBTQ peoples' lives and the subsequent economic impact on support services in general. It is therefore developing and delivering a prevention / early action programme of support services, including its digital offer, emergency support packs and the London Purple Door housing project, to ensure AKT reaches young people at the point where and when they first need help.

AKT's strategic goals 2018-21 are:

Reach - AKT will reach more of the 24% including the most vulnerable LGBTQ young people at risk of homelessness who need support.

Engage - AKT will engage, listen and work with others to constantly improve its offer to young people.

Prevent - AKT will work to significantly reduce the risk of LGBTQ youth homelessness by providing innovative and effective prevention and early action services to young people.

Who might you need to work closely with in delivering this project - whether before, during or afterwards?

AKT is in a partnership with Galop and Stonewall Housing called the Jigsaw Project, funded by Greater London Councils, which is part of the London Youth Gateway Partnership (LYG). This is a unique and nationally significant project, which provides a portal for young people to access four key services through a coordinator. This service is popular with young people and working well but it also provides added benefit to young people who access AKT directly by providing easy access to other relevant services. AKT also works closely with the other LYG partners, New Horizons Youth Centre, DePaul and Shelter, to provide services to LGBTQ+ young people who access any of the other services in the gateway. AKT also works with housing providers London Hostels Association and Clarion and has been working with the NSPCC to improve safeguarding online for AKT's digital services for young people.

Our aim as a funder is to help people move positively between any of the four stages of Surviving, Coping, Adapting and Thriving. For your project at which of these stages will most people begin their journey?

Most young LGBTQ young people who are homeless or living in a hostile environment arrive to begin their journey at AKT at the stages of either at Surviving or Coping. AKT's aim is to then help them to adapt and thrive.

Will there be any elements of this project that will help you or your beneficiaries to reduce your environmental footprint?

The Albert Kennedy Trust has an environmental policy. The charity recognises that day-to-day operations can impact both directly and indirectly on the environment. It aims to protect and improve the environment through practical measures, by adopting best practice wherever possible. The Albert Kennedy Trust works to integrate environmental considerations into its business decisions and adopt greener alternatives wherever possible, throughout its services. This includes recycling in the offices and using public transport wherever possible while conducting business. The organisation is in the process of becoming paperless with all documents to be saved digitally from 2018 onwards. The beneficiaries of any grant from CBT will be adhering to AKT's environmental policies.

Funding required for the project

What is the total cost of the proposed activity/project?

Expenditure heading	Year 1	Year 2	Year 3	Year 4	Year 5	Total
AKT London Service Manager Salary @ 35 hours including NI and 7% Pension	38,752	38,752	0	0	0	78,279
TOTAL:	38,752	38,752	0	0	0	78,279

What income has already been raised?

Source	Year 1	Year 2	Year 3	Year 4	Year 5	Total
TOTAL:	0	0	0	0	0	0

What other funders are currently considering the proposal?

Source	Year 1	Year 2	Year 3	Year 4	Year 5	Total
The Berkeley Foundation	25,000	25,000	0	0	0	50,000
Goldsmiths? Company	25,000	25,000	0	0	0	50,000
TOTAL:	50,000	50,000	0	0	0	100,000

How much is requested from the Trust?

Expenditure heading	Year 1	Year 2	Year 3	Year 4	Year 5	Total
AKT London Service Manager Salary @ 35 hours including NI and 7% Pension	30,000	30,000	0	0	0	60,000
TOTAL:	30,000	30,000	0	0	0	60,000

Who will benefit?

How many people will directly benefit from the grant per year?

150

In which Greater London borough(s) or areas of London will your beneficiaries live?

London-wide

Does this project specifically target any groups or communities?

Yes - please enter details below

This project will specifically work with the following age groups:

16-24

This project will specifically work with the following gender groups:

Transgender or other gender identity

This project will specifically work with the following ethnic groups:

Mixed / Multiple ethnic groups

Refugees and asylum seekers

Gypsies, Roma or Travellers

If Other ethnic group, please give details:

This project will specifically work with Deaf and disabled people:

No

This project will specifically work with LGBTQI groups:

Yes

This project will specifically work with other groups or communities:

How will you target the groups/communities you have identified? What is your expertise in providing services for these groups?

AKT has been working with partners to reach young LGBTQ people aged 16-25 at risk of homelessness in London since 1995

Are there any groups or communities you think your organisation will find hard to include through this project?

Yes - please specify

If yes, please specify which groups or communities? Where possible using the categories listed above.

If yes, what steps will you take to make your services accessible to and meet the needs of the groups/communities you have identified?

Declaration

I confirm that, to the best of my knowledge, all the information I have provided in this application form is correct. I fully understand that City Bridge Trust has zero tolerance towards fraud and will seek to prosecute and recover funds in every instance.

Please confirm: Yes Full Name: **Lucy Bowyer**

Role within **Assistant Director of Services**
Organisation:

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The City Bridge Trust

Bridging Divides: Application for a grant



About your organisation

Organisation Details

Name of your organisation: British Refugee Council	
If your organisation is part of a larger organisation, what is its name? Not applicable.	
In which London Borough is your organisation based? Newham	
Contact person: Ms Ruby McDougall	Position: Trust and Statutory Officer
Website: http://www.refugeecouncil.org.uk	Social Media Accounts: @refugeecouncil and https://www.facebook.com/refugeecouncil
What Quality Marks does your organisation currently hold? Investing in Volunteers Award	

Legal Status

Legal status of organisation: Registered Charity			
Charity Number: 1014576	Company Number: 2727514	CIC Number: N/A	Bencom Number: N/A
When was your organisation established? 01/01/1951			
Aims of your organisation: British Refugee Council is one of the leading national charities supporting refugees and asylum-seekers in the UK. The aims of the Refugee Council are: - For those seeking asylum, we want fair and just decision making; - For those granted refuge, we want equality of opportunity to lead fulfilling lives; - For those denied protection, we want understanding and humane treatment; - For all refugees in the UK, we want respect and dignity. Our mission is 'to be an influential and effective advocate of refugee-protection rights' so that the United Kingdom is genuinely 'a welcoming place of safety for people who seek refuge from persecution and human-rights abuses abroad'.			

Main activities of your organisation:

Established 68 years ago, the Refugee Council has remained a principled champion of a fair and humane asylum system. We deliver wide-ranging and holistic services supporting asylum seekers and refugees across England. We provide the secretariat support for the All Party Parliamentary Group (APPG) on Refugees and our Chief Executive, Maurice Wren, Co-Chairs the Strategic Engagement Group (the main stakeholder group on asylum at the Home Office) and is the Chair of UK Refugee Week. In 2017/18:

- 1) Integration Services helped 901 adults with advice and support around welfare, employment and housing.
- 2) Children's Services helped 4,050 unaccompanied minors with their asylum claim, educational classes, social evenings, help for those whose ages were disputed and trafficking projects.
- 3) Therapeutic Services helped 729 people (including 260 children) through group and individual counselling.

Your Staff & Volunteers

Full-time:	Part-time:	Trustee/Board members:	Active volunteers:
135	70	12	300

Do you have a Safeguarding policy? **Yes**

Are the following people in your organisation subject to DBS checks?

Paid Staff Yes	Volunteers Yes	Trustees / Management Committee Members No
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Property occupied by your organisation

Is the main property owned, leased or rented by your organisation?	If leased/rented, how long is the outstanding agreement?
Leased	05/04/2022

Environmental Impact**What action have you taken in the past year to progress environmentally sustainability principles and practice?**

Over the past year we have not made any significant changes towards addressing environmental issues however the organisation continuously strives to minimise overheads and resources to be as environmentally friendly as possible. This includes by:

- Migrating our ICT services into 'the cloud'
- Reusing ICT equipment and components where possible.
- Providing recycling bins in our offices
- Removing redundant ICT equipment and disposing of it in ways that encourage its reuse.
- Configuring printers to power down into standby mode when not in use.

Finance Details

Organisation Finances

	Year of most recent audited / examined accounts	Current financial year forecast	Next financial year budget
End of financial year date	31/03/2018	31/03/2019	31/03/2020
Grants & donations:	£3,077,000	£7,998,502	£9,924,185
Earned income:	£5,092,000	£397,257	£416,362
Other income:	£381,000	£3,060	£2,520
Total income:	8,550,000	£8,398,819	£10,343,067
Charitable activity costs:	£6,505,000	£8,776,308	£9,829,643
Cost of raising funds:	£1,364,000	£1,513,609	£1,335,814
Other costs:	£1,091,000	£179,713	£74,356
Total expenditure:	£8,960,000	£10,469,630	£11,239,813
Free unrestricted reserves held at year end:	£3,331,000	£2,494,000	£2,180,000
What is your organisation's reserves policy? The Trustees regularly assess risks to which Refugee Council is exposed, and determine a range for reserve levels in light of these risks. The principal risks include the requirement for unexpected additional expenditure, a sudden unexpected change in the level of our income, and a need to maintain services in the short term and allow a wind down in a phased manner. After considering these risks and bearing in mind the uncertainty around the impact of Brexit at the date of this report the Trustees believe the current appropriate level for free reserves is between £2.0 million and £3.0 million.			
For your most recent financial year, what % of your income was from statutory sources? 51-60%			

Organisational changes

Describe any significant organisational changes to your structure, financial position or core activities since the date of your most recent accounts.

There have not been any significant changes to our structure or core activities. Our financial position remains stable and we expect the year to March 2019 to result in line with the 2018 figures. The budget for the 2019/20 year is currently forecasting a deficit but this is a deficit that includes transfers that will be brought forward.

Grant Request

Which of the Trust's programmes and priority areas will your application deliver? Positive Transitions/Migrants & refugees				
Which of the programme outcome(s) does your application aim to achieve?				
Please describe the purpose of your funding request in one sentence. The Refugee Council's Therapeutic Services in London help hundreds of refugees and people seeking asylum to cope with, and recover from, their complex mental health issues.				
When will the funding be required? 01/06/2019				
Is this request to continue work that is currently funded or has been funded in the last year by:				
City Bridge Trust?		Another funder? (If so which)		
Yes		Comic Relief		
How much funding are you requesting?				
Year 1:	Year 2:	Year 3:	Year 4:	Year 5:
£39,012	£40,182	£0	£0	£0
Total Requested: £79,193				

What 3 main differences or outcomes do you want to achieve through your funding proposal?

1. 70 asylum seekers and refugees per year will have improved mental and physical well-being (140 over two years)
2. 70 asylum seekers and refugees per year will have an Improved ability to make Informed choices on issues that affect their well-being (Health, Practical, Social) (140 over two years)

What are the main activities or outputs you will deliver to achieve these differences?

Individual counselling sessions: Each person can access up to 12 Individual therapeutic counselling sessions. These provide help to reduce distress, psycho-education to help people understand their symptoms, and practical support to reduce anxiety. We meet clients at Initial Accommodation centres or at our service delivery hub in Stratford.

Group sessions: Clients have the opportunity to meet others with shared experiences and provide peer-to-peer support. Group sessions include a weekly Mother and Toddler group for asylum seeking women to break severe social isolation, and a creative focus group where women can take part in creative activities to explore emotions.

You and your grant request

What, specifically, are you applying for (your project)?

We are seeking £79,193 over two years from the City Bridge Trust towards the cost of one full-time Psychological Therapist in our London-based Therapeutic Services.

The Psychological Therapist provides holistic assessments and one-to-one counselling at our service delivery hub in Stratford and in Home Office Initial Accommodation (temporary accommodation centres for asylum seekers), as well as a weekly creative focus group for women in Stratford. The post-holder will work directly with 60 clients per year or 120 clients over two years.

The Psychological Therapist works in the context of our wider London-based Therapeutic Service team offering culturally sensitive, early intervention therapeutic support to asylum seekers and refugees. In addition to the work carried out by the post-holder, the service offers a weekly volunteer-led Mother and Toddler group, as well as a therapeutic programme specifically targeting newly recognised refugees (funded by the EU Asylum, Migration and Integration Fund).

How will the project described achieve your stated outcomes?

Improved mental health: Through contextualising experiences, clients begin to process loss, guilt and shame. Psycho-education helps them learn that what they have experienced is not their fault, and that symptoms such as anxiety and panic attacks are normal reactions to past experiences. Therapeutic tools such as mindfulness help our clients to self-regulate and reduce distress. When our clients recognise themselves as survivors of adversity, they can harness this strength when facing new challenges.

Making informed choices: Asylum seekers must survive on around £37 a week, some have poor English language skills and many lack understanding of their rights and entitlements. They live in insecure housing and must navigate the complex asylum system alone. These practical issues cause great stress and anxiety. To address this we provide practical casework to increase our clients' knowledge about their rights and entitlements. This includes help accessing a solicitor or signposting to a women's refuge.

How do you know there's a need for this work?

The need for this service has been established through the Refugee Council's extensive and far-reaching support services for refugees and asylum seekers over the past six decades. Every year we provide direct services to over 8,000 asylum seekers and refugees across England and have witnessed how, if left untreated, profound mental health issues can impair a person's ability to engage with our services whether casework to access the welfare or employment programmes.

Experiencing violence and persecution either in their home countries, on long journeys to the UK, or once here in the UK can have long-lasting negative consequences on asylum-seekers' mental and physical health. Just last year, thanks to the support from City Bridge Trust, we supported 112 people seeking asylum in London, and of these:

- ? 70 people reported anxiety
- ? 66 people suffered from depression
- ? 38 people suffered PTSD
- ? 24 reported feeling suicidal

How will the work be delivered - specifically, what will you do?

We have developed a unique model of psycho-therapeutic support that is sensitive to the complex needs of refugees and asylum seekers. We provide a short-term, early intervention service that over the course of 12 one-to-one counselling sessions helps to stabilise clients' emotional and psychological wellbeing while building their resilience. Narrative therapy is complemented by practical casework in recognition of the significant practical challenges which undermine our clients' psychological wellbeing e.g. difficulties accessing welfare and stable housing. Clients can participate in psycho-education groups to access peer support and learn practical coping mechanisms such as mindfulness to manage anxiety. We support clients at our Stratford hub and in Home Office Initial Accommodation (IA) in South London. IAs are temporary accommodation centres for asylum seekers without independent financial means. Outreach at IA offers a unique route to clients early during their time in the UK during a particularly vulnerable period.

Why are you the right organisation to do this work?

The Refugee Council has provided specialist therapeutic support to refugees in England for over 18 years, and last year these services directly supported over 400 adults and 260 children. Monitoring and evaluation has consistently showed the impact of our model. Recent monitoring found at the start of therapy 94% of the women we supported reported that they could 'not manage difficult feelings', but by the end of therapy this reduced to 21%.

Due to our extensive service delivery and strong track record we are widely considered as an expert on refugee mental health. We deliver trainings to professionals on the mental health needs of refugees including working in partnership with the South London and Maudsley NHS Foundation Trust to train frontline professionals. Additionally, at the invitation of the Home Office we convene the NGO working group for mental health provision for refugees.

How does your work complement and not duplicate other services within your area?

In England, the Refugee Council is the most widespread provider of specialist therapeutic support specifically focusing on early intervention for both asylum seekers and refugees. In London, we operate in the context of a patchwork of provision of specialist therapeutic support for asylum seekers and refugees which varies in specialism and reach. We have established referral pathways with other organisations to ensure joined up care for our clients wherever possible. For example, we refer clients who have experienced torture for long-term counselling at Freedom from Torture.

Limited mainstream mental health support is available on the NHS, but barriers prevent refugees access this: a lack of English language skills, low awareness of the services available or of their access rights, and ineligibility for public funds. Additionally, the model of therapeutic care fails to appropriately respond to the specific refugee context and the complex, multiple needs of the client group.

How will you ensure that your project will hear and represent the views and needs of disadvantaged people and/or diverse communities?

We know that the asylum process can be incredibly disempowering for people as they must put their lives on hold and are given little say in their futures, and therefore we try to ensure that the voice and feedback of our beneficiaries informs our service design at all times. One example of our design being informed by our clients is that we adapted our model to include counselling over the telephone when clients are dispersed from Initial Accommodation centres to different areas. This small yet important change in our model of support was introduced in response to our clients' changing needs. This has enabled us to continue to support highly vulnerable people once they have been dispersed to other areas in the country. It is a particularly frightening time during which asylum seekers often have no one to turn to.

How does your project engage and empower individuals and/or communities to come together on this issue? Will you be working with people who are particularly excluded?

- Exclusion: Asylum seekers and refugees are some of the most excluded and hardest to reach people in our society. In addition to suffering from complex mental health issues our clients often have poor English language skills, lack understanding of their rights and entitlements, and are fearful of being returned to their home countries.

- Engaging and Empowering Clients: During individual counselling sessions we empower people by drawing on narrative therapy, meaning they are encouraged to tell their experiences in their own words. We are driven by an awareness that the people we support are the experts on their own stories rather than a motivation to 'fix' them. Bearing witness to their experiences helps them to process traumatic experiences such as rape and torture, particularly where events have been unacknowledged. Group sessions offer people the opportunity to meet others, share their experiences and provide peer support in a supportive environment.

Is the focus of your project meeting an already identifiable need (acute or otherwise) or are there elements which are preventative and/or incorporate early action?

The need for specialist therapeutic support for people seeking asylum and refugees is well documented. Whilst the Refugee Council's service is not preventative in the sense that our clients are already experiencing complex and overwhelming mental health issues, it does take an early-intervention approach. By supporting people at Home Office Initial Accommodation centres, we ensure that we can access this client group as early as possible after they arrive in the UK. Initial Accommodation centres are accommodation centres where people seeking asylum are temporarily placed after claiming asylum but before they are dispersed (often to other areas in the country). Early intervention at this uniquely transitional and vulnerable time prevents mental health issues from worsening or from becoming chronic conditions in the long term. Through our support, clients will feel more resilient and better able to face the complex asylum system and challenges of starting anew in a different country.

Who might you need to work closely with in delivering this project - whether before, during or afterwards?

The Refugee Council will be the sole delivery organisation for this project, however the project receives referrals from and refers on to other specialist organisations. If needed, we can make referrals for asylum seekers and refugees to access additional information and support particularly targeted to their needs. This includes support around their asylum claim (through a referral to legal support services), to health or maternity support services, and for further psychological support e.g. from Freedom from Torture for survivors of torture.

In addition, we will work closely with the Initial Accommodation provider at Barry House, East Dulwich, to ensure that they are referring newly arrived asylum seekers to the service. We already have a strong partnership with the Initial accommodation provider.

Our aim as a funder is to help people move positively between any of the four stages of Surviving, Coping, Adapting and Thriving. For your project at which of these stages will most people begin their journey?

Each person has a different story and set of needs, however the majority people begin their journey with us ?surviving? or ?coping?:

Surviving: We take an early intervention approach by delivering support at Initial Accommodation (IA). IAs are centres where asylum seekers are housed temporarily before being dispersed ? potentially to another city entirely. People often arrive at IAs in shock, feeling disorientated and uncertain during a time of acute transition and vulnerability. At this stage our focus is meeting and stabilising needs; including teaching grounding techniques to reduce anxiety, and providing practical casework to reduce issues causing distress, i.e. helping someone access a solicitor for their asylum claim.

Coping: Some clients can cope on a daily basis and might access peer support in groups, be building friendships and breaking social isolation. Group participants can attend an annual trip to build positive memories and see a new part of London.

Will there be any elements of this project that will help you or your beneficiaries to reduce your environmental footprint?

Not applicable.

Funding required for the project

What is the total cost of the proposed activity/project?

Expenditure heading	Year 1	Year 2	Year 3	Year 4	Year 5	Total
Psychological Therapist (1.00 FTE)	39,012	40,182	0	0	0	79,193
London Therapeutic Services Manager (0.25 FTE)	10,197	10,503	0	0	0	20,701
Therapeutic Services & Volunteer Coordinators (0.30 FTE)	10,338	10,649	0	0	0	20,987
Interpreting (sessional & agency)	5,400	5,400	0	0	0	10,800
Staff & volunteers expenses (including Clinical supervision, travel & subsistence and training)	3,140	3,140	0	0	0	6,280
Individual and Group Therapy - rooms, client travel costs & materials for activities	12,950	12,950	0	0	0	25,900
Outcomes & Financial monitoring & reporting	4,419	4,419	0	0	0	8,838
Project office & ICT costs (desk & virtual desktop)	14,521	14,521	0	0	0	29,043
Indirect Costs	14,997	15,265	0	0	0	30,261
TOTAL:	114,974	117,029	0	0	0	232,003

What income has already been raised?

Source	Year 1	Year 2	Year 3	Year 4	Year 5	Total
	0	0	0			0
TOTAL:	0	0	0	0	0	0

What other funders are currently considering the proposal?

Source	Year 1	Year 2	Year 3	Year 4	Year 5	Total
	0	0	0	0	0	0
TOTAL:	0	0	0	0	0	0

How much is requested from the Trust?

Expenditure heading	Year 1	Year 2	Year 3	Year 4	Year 5	Total
Psychological Therapist (1.00 FTE)	39,012	40,182	0	0	0	79,193
TOTAL:	39,012	40,182	0	0	0	79,193

Who will benefit?

How many people will directly benefit from the grant per year?

70

In which Greater London borough(s) or areas of London will your beneficiaries live?

London-wide

Does this project specifically target any groups or communities?

Yes - please enter details below

This project will specifically work with the following age groups:

16-24/25-44/45-64/65-74/75 and over

This project will specifically work with the following gender groups:

Male

Female

Transgender or other gender identity

This project will specifically work with the following ethnic groups:

Refugees and asylum seekers

If Other ethnic group, please give details:

This project will specifically work with Deaf and disabled people:

No

This project will specifically work with LGBTQI groups:

No

This project will specifically work with other groups or communities:

How will you target the groups/communities you have identified? What is your expertise in providing services for these groups?

The Refugee Council holds a unique position in England as one of the longest-serving specialist refugee support organisations. We deliver specialist, holistic services across England and last year alone we supported 8,642 people.

Are there any groups or communities you think your organisation will find hard to include through this project?

No

If yes, please specify which groups or communities? Where possible using the categories listed above.

not applicable

If yes, what steps will you take to make your services accessible to and meet the needs of the groups/communities you have identified?

not applicable

Declaration

I confirm that, to the best of my knowledge, all the information I have provided in this application form is correct. I fully understand that City Bridge Trust has zero tolerance towards fraud and will seek to prosecute and recover funds in every instance.

Please confirm: Yes Full Name: **Ruby McDougall**

Role within **Senior Trust and Statutory Officer**
Organisation:

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The City Bridge Trust

Bridging Divides: Application for a grant



About your organisation

Organisation Details

Name of your organisation: Centrepont Soho	
If your organisation is part of a larger organisation, what is its name? Not applicable	
In which London Borough is your organisation based? Tower Hamlets	
Contact person: Miss Millie Hui	Position: Trusts and Statutory Fundraising Manager
Website: http://www.centrepont.org.uk	Social Media Accounts: @centrepontuk
What Quality Marks does your organisation currently hold? We have the Matrix Accreditation and the Advice Quality Standard in Manchester.	

Legal Status

Legal status of organisation: Registered Charity			
Charity Number: 292411	Company Number: 1929421	CIC Number:	Bencom Number:
When was your organisation established? 16/12/1969			
Aims of your organisation: (i) To provide care, support, accommodation and resettlement for young persons and such other persons in need as Centrepont may from time to time determine who are vulnerable or homeless or in need of help in acquiring a settled way of life; and (ii) To assist, educate and further the interests of by such means as are charitable such persons as by reason of physical, psychological, emotional or social infirmity are in need of advice, counselling or any other form of aid in order that they may obtain a settled way of life in the community and to enable them to develop into mature and responsible individuals.			

Main activities of your organisation:

Centrepont is the leading national charity for homeless young people aged 16-25, we support young people who are homeless, or who are at risk of homelessness, to overcome huge obstacles and rebuild their lives. We work in London, Manchester, Sunderland and Yorkshire, and partner with charities across the UK. Through our supported accommodation services we provide shelter to over 2,000 homeless young people annually. We complement this accommodation through a range of in-house services supporting more than 10,000 homeless young people on an annual basis. These focus on key aspects of a young person's life, including health, education, training, sport and participation in society. Ultimately, we aspire that all young people move on from Centrepont's services positively with a job and a home and are able to live independently. We also undertake policy and campaign work, collaborate with and support other youth/homelessness charities and deliver prevention and intervention work through innovative projects such as the Centrepont Helpline.

Your Staff & Volunteers

Full-time:	Part-time:	Trustee/Board members:	Active volunteers:
363	74	13	200
Do you have a Safeguarding policy? Yes			
Are the following people in your organisation subject to DBS checks?			
Paid Staff Yes	Volunteers Yes	Trustees / Management Committee Members No	

Property occupied by your organisation

Is the main property owned, leased or rented by your organisation?	If leased/rented, how long is the outstanding agreement?
Rented	7

Environmental Impact**What action have you taken in the past year to progress environmentally sustainability principles and practice?**

Centrepont has an Environmental Action Plan detailing how we will reduce waste, water and energy consumption and increase recycling in all services and office bases. An example of changes made to improve our environmental performance is the installation of motion sensor lights in Bruce House in partnership with the landlord. Our travel policy encourages all staff and volunteers to use sustainable transport, and we implement a 'bike loan' scheme allowing staff to purchase bicycles at a discounted rate.

Finance Details

Organisation Finances

	Year of most recent audited / examined accounts	Current financial year forecast	Next financial year budget
End of financial year date	31/03/2018	31/03/2019	
Grants & donations:	£25,900,000	£26,458,000	£0
Earned income:	£6,508,000	£6,301,000	£0
Other income:	£301,000	£177,000	£0
Total income:	32,709,000	£32,936,000	£0
Charitable activity costs:	£23,831,000	£24,957,000	£0
Cost of raising funds:	£7,827,000	£7,770,000	£0
Other costs:	£0	£0	£0
Total expenditure:	£31,658,000	£32,727,000	£0
Free unrestricted reserves held at year end:	£2,564,000	£2,800,000	£0

What is your organisation's reserves policy?

1. As at 31 March 2018, total unrestricted reserves stood at £17.6m. Of this amount, we propose to designate £15.0m which predominantly is our current investment in fixed assets.
2. Therefore, free unrestricted reserves amounts to £2.6m, lower than group requirement of £2.9m.
3. Our unrestricted reserves has increased by £0.8m in 2017-18, with designations decreasing by £137,000 and free reserves increasing £932,000 to £2.6m. We will continue to strengthen our reserves, for 2018-19 we are budgeting an unrestricted surplus of £945,000.

For your most recent financial year, what % of your income was from statutory sources?
21-30%

Organisational changes

Describe any significant organisational changes to your structure, financial position or core activities since the date of your most recent accounts.

Over the past year, Centrepont has appointed a Fundraising Director and a Strategy Director. We have a large fundraising team so it was deemed necessary to have a distinct Fundraising Director. A Strategy Director has been brought in to specialise in function and to instil a culture of monitoring, evaluation and improving performance across the organisation.

Grant Request

Which of the Trust's programmes and priority areas will your application deliver?

Positive Transitions/Children & young people

Which of the programme outcome(s) does your application aim to achieve?

Positive Transitions/Londoners experiencing inequality or disadvantage are supported to become more independent

Positive Transitions/Vulnerable and disadvantaged Londoners are more resilient and empowered to make positive choices

Please describe the purpose of your funding request in one sentence.

To deliver a substance use provision which incorporates dual diagnosis so that we treat can also treat homeless young people with combined substance and mental health needs.

When will the funding be required? **01/04/2018**

Is this request to continue work that is currently funded or has been funded in the last year by:

City Bridge Trust?

Another funder? (If so which)

Yes

How much funding are you requesting?

Year 1:

£90,808

Year 2:

£92,589

Year 3:

£0

Year 4:

£0

Year 5:

£0

Total Requested: £183,397

What 3 main differences or outcomes do you want to achieve through your funding proposal?

80 young people create a plan to achieve their goals relating to substance use and attend one to one sessions to work towards reducing and quitting substance use.

100% of young people and their guests Increase their substance use Impact awareness.

Self-harm, suicide risk and safety are managed with appropriate interventions.

What are the main activities or outputs you will deliver to achieve these differences?

80 young people to complete specialist assessments.

Deliver 80 group sessions to our young people. There is a minimum of 2 young people in a group session. Their friends and significant others are welcome.

Crisis interventions as and when needed.

You and your grant request

What, specifically, are you applying for (your project)?

We would like to apply for continuation funding towards our Dual Diagnosis programme. Unlike services in the community, this programme does not discriminate between homeless young people who are only misusing substances from homeless young people who misuse substances and also have a mental health need.

We provide focused interventions for homeless young people who experience problems in these areas and treat them holistically rather than as separate issues, unlike drug and alcohol and mental health agencies in the community. We offer specific interventions including ones focusing on tenancy sustainment and tailor our support to each young person's individual needs.

Training will be delivered to frontline staff so that they know when to refer young people to the programme.

We would therefore like to request funding towards 2 dual diagnosis practitioners (one senior) and associated project costs to deliver the above programme.

How will the project described achieve your stated outcomes?

Through this programme, homeless young people will learn how to recognise what constitutes substance misuse, what they can do about it and how to stay safe.

They will learn how substances can affect their physical and mental wellbeing so that they can make more informed choices.

For those who are ready to take the next steps, we will open a timeline of support, help them to set goals around reduction or management of substance use and management of their mental health, and being able to better take care of themselves through their diet, management of finances and entering or maintaining their education, employment or training. It is essential that they regain control of their lives and this programme supports its beneficiaries to progress towards the next stage of independence.

How do you know there's a need for this work?

Research conducted by Shelter

(https://england.shelter.org.uk/__data/assets/pdf_file/0009/48627/Factsheet_Young_People_and_Homelessness_Nov_2005.pdf) revealed that becoming homeless can escalate drug use, and 20% of young people reported using drugs after they became homeless because of easier access to it. Young people that were already exposed to substance use at home reported using a greater variety of drugs after becoming homeless.

Furthermore, recent research by Centrepont estimates that within our own services, 25% of homeless young people have a formally diagnosed mental health problem, an additional 28% report mental health and emotional wellbeing problems including mild depression, anxiety and consistent low moods; and of the 53% with a diagnosis or symptoms of a mental health problem, 61% admit to using drugs (Centrepont, Toxic Mix: Health needs of homeless young people (London: 2014)).

Just by delivering the programme over the past 4 years we know that the need is there and that there is still more work to be done.

How will the work be delivered - specifically, what will you do?

The dual diagnosis practitioners employ a number of interventions based on motivational interviewing that can elicit change, including a drugs diary, working with ambivalence and apps to help budgeting and others. They work intensively with each young person, ensuring they progress through their milestones by working on their motivation to change.

Activities that are carried out include:

- ? Specialist health assessment:
 - o In depth screening
 - o History
 - o Personal and professional network
 - o Aim for substance use support
 - o Risk analysis
- ? One to one sessions (up to 24 sessions, and a further 24 sessions after moving out):
 - o Disclosure away from hostel
 - o Advice and information
 - o Sharing tools and techniques
 - o Tailoring action and support plan
 - o Signposting to other services
- ? Group sessions for young people and their significant other
- ? Crisis Intervention
- o We respond to crisis related to substance use as and when needed,

Why are you the right organisation to do this work?

Through the years, our approach has been very successful in engaging young people, particularly those that are hardest to reach. The dual diagnosis practitioners engage our young people by being visible in the hostels and building trust and rapport over time. Once they have gained their trust, they are then more willing to disclose their substance misuse and seek their help, rather than attend a community drug and alcohol agency with unfamiliar staff.

Furthermore, this programme is young person centred and we encourage them to lead the process. This has proven hugely successful with our young people who often do not see their issues as an illness that needs treating, which can be a result of such behaviours being normalised by their previous social network or families. By offering a variety of interventions, we are able to engage our young people in a way that is most appropriate for them.

How does your work complement and not duplicate other services within your area?

Increasingly, as the statutory sector reduces its funding and subsequent resources, which are already heavily oversubscribed, the availability of substance use interventions becomes ever more scarce, particularly for 18-25 year olds who have to either travel to the nearest service or have their treatment terminated if they have more than two missed appointments. Some of these young people are hard-to-reach and having flexibility for appointments is key to the work we do to ensure they do not slip through the net because of barriers such as lack of money for travel to agencies, limited appointment offerings, being too anxious to meet new professionals.

Our support continues for up to six months after young people have moved out. Coupled with simultaneously treating their friends and partners in group and 1-2-1 sessions where necessary, we are increasing their chances to maintain their progress in managing their substance use issues.

How will you ensure that your project will hear and represent the views and needs of disadvantaged people and/or diverse communities?

Centrepoinťs homeless young people are at the heart of everything we do ? as such we involve them in the planning of our services. We find that the best way to engage young people with our service is to involve them in the programme design and making appropriate adaptations in response to their feedback, so that their voices are heard. We also work with them to communicate in ways relevant to young peopleťs age and culture and run group workshops during which young people are able to choose relevant topics that they would like to explore.

Individually, during 1-2-1s, young people are given the opportunity to tailor their support and are encouraged to share their thoughts and feelings. Support is offered in advocacy and mediation when issues arise between the young person and their key worker.

How does your project engage and empower individuals and/or communities to come together on this issue? Will you be working with people who are particularly excluded?

Speak Freely Groups have proven hugely successful. These peer led sessions focus on initial engagement of young people, particularly those unfamiliar with 1:1 Dual Diagnosis support, enabling them to choose discussion topics, increasing engagement and attendance without incentives. Friends and family can attend.

In group and 1-2-1 sessions, young people are permitted to bring guests along. These are quite often their friends or significant other. Sometimes their significant other can also be part of the substance misuse issue, so in order to be more effective in treating the young person we would treat both the young person and their significant other at the same time.

Due to the nature of homelessness, Centrepoinťs beneficiaries are some of the most excluded people in society. For example, approximately 41% have had experience of being in care and 16% have previously slept rough.

Is the focus of your project meeting an already identifiable need (acute or otherwise) or are there elements which are preventative and/or incorporate early action?

Recent research by Centrepoinť estimates that within our own services, 25% of homeless young people have a formal diagnosed mental health problem, and additional 28% report mental health and emotional wellbeing problems including mild depression, anxiety and consistent low moods; and of the 53% those with a diagnosis or symptoms of a mental health problem, 61% admit to using drugs (Centrepoinť, Toxic Mix: Health needs of homeless young people (London: 2014).

Coupled with health assessments conducted on our homeless young people, we know that we are addressing a real need.

Our reach is beyond those with a known need. The group workshops are open to all, including those who are curious or interested to learn more. Through attending these workshops and informal conversations with the dual diagnosis practitioners, they may then realise that they are in fact in need of some support around their substance use and mental health.

Who might you need to work closely with in delivering this project - whether before, during or afterwards?

We rarely find the need to work with or signpost to external organisations when delivering this project. Our qualified dual diagnosis practitioners bridge the gap between mental health and substance misuse. They form part of Centrepoinťs Health & Wellbeing team comprising qualified clinicians such as psychotherapists and dieticians, who together tackle physical, mental, social and emotional wellbeing, employing a multidisciplinary approach. The project works closely with Centrepoinťs Skills and Employability Team for support with homeless young peopleťs functional skills and search for appropriate apprenticeship, job and college opportunities.

Our aim as a funder is to help people move positively between any of the four stages of Surviving, Coping, Adapting and Thriving. For your project at which of these stages will most people begin their journey?

Most of our young people will begin their journey at the ĖAdaptingĖ and ĖThrivingĖ stages. We help young people adapt to their hostels, a new environment, where they are likely to be exposed to substance use or escalate their usage. Once they are ready to move on, we help to prepare them to live an Independent life where substance use will not be a barrier for tenancy sustaiment, employment or education. We offer specific interventions that support young people in particular areas such as sustaining a tenancy when they have received a wrtten warning that could lead to eviction. We also work closely with Centrepoinťs Skills and Employability team to help them find appropriate opportunities in education, employment or training to help them progress positively in their lives.

Will there be any elements of this project that will help you or your beneficiaries to reduce your environmental footprint?

We follow Centrepoinť policies such as keeping files online (paper free) and printing only what is necessary. The fact that the dual diagnosis practitioners normally travel to the hostels means that young people do not have to make separate journeys to see them.

Funding required for the project

What is the total cost of the proposed activity/project?

Expenditure heading	Year 1	Year 2	Year 3	Year 4	Year 5	Total
Salaries, NI & pension (2 FTE Dual Diagnosis Practitioners)	77,090	78,632	0	0	0	155,722
Line management @ 5%	3,855	3,932	0	0	0	7,787
Training	1,300	1,300	0	0	0	2,600
Staff Insurance	308	308	0	0	0	616
Central costs (HR, Finance, Contracts, Communication) @ 10% of project costs	8,255	8,417	0	0	0	16,672

TOTAL:	90,808	92,589	0	0	0	183,397
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What income has already been raised?

Source	Year 1	Year 2	Year 3	Year 4	Year 5	Total
	0	0	0	0	0	0

TOTAL:	0	0	0	0	0	0
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What other funders are currently considering the proposal?

Source	Year 1	Year 2	Year 3	Year 4	Year 5	Total
	0	0	0	0	0	0

TOTAL:	0	0	0	0	0	0
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How much is requested from the Trust?

Expenditure heading	Year 1	Year 2	Year 3	Year 4	Year 5	Total
Salaries, NI & pension (2 FTE Dual Diagnosis Practitioners)	77,090	78,632	0	0	0	155,722
Line management @ 5%	3,855	3,932	0	0	0	7,787
Training	1,300	1,300	0	0	0	2,600
Staff insurance	308	308	0	0	0	616
Central costs (HR, Finance, Contracts, Communication) @ 10% of project costs	8,255	8,417	0	0	0	16,672
TOTAL:	90,808	92,589	0	0	0	183,397

Who will benefit?

How many people will directly benefit from the grant per year?

150

In which Greater London borough(s) or areas of London will your beneficiaries live?

London-wide

Does this project specifically target any groups or communities?

Yes - please enter details below

This project will specifically work with the following age groups:

16-24

This project will specifically work with the following gender groups:

Male

Female

Transgender or other gender identity

This project will specifically work with the following ethnic groups:

If Other ethnic group, please give details:

This project will specifically work with Deaf and disabled people:

No

This project will specifically work with LGBTQI groups:

No

This project will specifically work with other groups or communities:

Homeless young people

How will you target the groups/communities you have identified? What is your expertise in providing services for these groups?

The programme is an outreach service that works with young people within their hostels. The appointments are flexible and support is tailored around each young person's individual needs.

Are there any groups or communities you think your organisation will find hard to include through this project?

No

If yes, please specify which groups or communities? Where possible using the categories listed above.

Not applicable.

If yes, what steps will you take to make your services accessible to and meet the needs of the groups/communities you have identified?

Not applicable.

Declaration

I confirm that, to the best of my knowledge, all the information I have provided in this application form is correct. I fully understand that City Bridge Trust has zero tolerance towards fraud and will seek to prosecute and recover funds in every instance.

Please confirm: Yes Full Name: **Mille Hui**

Role within **Trusts & Statutory Fundraising Manager**
Organisation:

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Bridging Divides: Application for a grant

About your organisation

Organisation Details

Name of your organisation: Embrace CVOC (Child Victims of Crime)	
If your organisation is part of a larger organisation, what is its name?	
In which London Borough is your organisation based? Camden	
Contact person: Mrs. Rachel Ireland	Position: Fundraising Manager
Website: http://www.embracecvoc.org.uk	Social Media Accounts: @embracecvoc
What Quality Marks does your organisation currently hold? None directly but we work with therapists who are required to be affiliated to the BACP.	

Legal Status

Legal status of organisation: Registered Charitable Incorporated Organisation			
Charity Number: 1166103	Company Number:	CIC Number:	Bencom Number:
When was your organisation established? 30/11/1994			
Aims of your organisation: Embrace CVOC is the only UK children's charity focusing solely on supporting young victims of serious crime and their families. We provide a range of practical, emotional and specialist support for young victims up to the age of 18. Working with police forces and child protection agencies, Embrace CVOC helps those children and young people who have suffered as a result of life-changing crime.			

Main activities of your organisation:

Over 700,000 children between 10 and 15 are victims of reported serious crime each year.

To date we have helped over 16,000 child victims of crime and their families.

We supported 2,070 young victims and their families in 2017/18.

Practical support includes grants (in the form of vouchers or pre-purchase) for urgent items of need (clothing, school uniform) or to replace items stolen or lost through crime; family short breaks, Christmas gifts and food vouchers.

Emotional support comprises 1-2-1 support and counselling or Family Focused Therapy delivered by our associate therapists and/or by our counselling partner, Relate; and family peer group support.

Your Staff & Volunteers

Full-time:	Part-time:	Trustee/Board members:	Active volunteers:
4	7	14	50
Do you have a Safeguarding policy? Yes			
Are the following people in your organisation subject to DBS checks?			
Paid Staff Yes	Volunteers No	Trustees / Management Committee Members No	

Property occupied by your organisation

Is the main property owned, leased or rented by your organisation?	If leased/rented, how long is the outstanding agreement?
Rented	Postal address only

Environmental Impact**What action have you taken in the past year to progress environmentally sustainability principles and practice?**

We do not have a central office, with most staff either working remotely or within shared office spaces in key locations. Therefore, we save energy and utility costs/resources by not running a full-time office space. Within this structure, with staff working remotely and at various locations, we make good use of secure cloud CRM management as well as regular weekly Skype calls to cut down on both unnecessary travel and mobile phone usage. We also adopt and promote amongst staff and volunteers, a paperless environment wherever possible to reduce wastage of resources and cost.

Finance Details

Organisation Finances

	Year of most recent audited / examined accounts	Current financial year forecast	Next financial year budget
End of financial year date	31/03/2018	31/03/2019	31/03/2020
Grants & donations:	£419,124	£461,000	£503,000
Earned income:	£0	£0	£0
Other income:	£120,442	£132,000	£144,000
Total income:	539,566	£593,000	£647,000
Charitable activity costs:	£332,559	£365,000	£399,000
Cost of raising funds:	£105,386	£116,000	£126,000
Other costs:	£60,185	£66,000	£72,000
Total expenditure:	£498,130	£547,000	£597,000
Free unrestricted reserves held at year end:	£294,698	£200,000	£200,000

What is your organisation's reserves policy?

Taking into account Charity Commission recommendations the unpredictable nature of our income and our commitment to our objectives, we have set reserves at a level, which would cover essential running costs and spending on objectives for approximately six months. Trustees review this policy on a quarterly basis.

For your most recent financial year, what % of your income was from statutory sources?
0%

Organisational changes

Describe any significant organisational changes to your structure, financial position or core activities since the date of your most recent accounts.

New Chair of Trustees, Sir Paul Stephenson, former Commissioner of the Metropolitan Police, appointed June 2018.

Grant Request

Which of the Trust's programmes and priority areas will your application deliver? Positive Transitions/Children & young people/Affected by domestic abuse				
Which of the programme outcome(s) does your application aim to achieve?				
Please describe the purpose of your funding request in one sentence. Continuation funding for our existing project, delivering counselling and specialist support to young victims of domestic-violence related crimes across Greater London.				
When will the funding be required? 01/04/2019				
Is this request to continue work that is currently funded or has been funded in the last year by: City Bridge Trust? Another funder? (if so which) Yes				
How much funding are you requesting?				
Year 1: £29,392	Year 2: £29,392	Year 3: £0	Year 4: £0	Year 5: £0
Total Requested: £58,784				

What 3 main differences or outcomes do you want to achieve through your funding proposal?

Each year we will accept 75 referrals of child victims of crime (prioritising domestic violence) in Greater London. 40 will go on to receive counselling. All will have access to immediate and appropriate support.
Young victims of crime are better equipped to cope, recover and move on from the trauma they have experienced.
Embrace CVOC will become embedded in the local support network for victims of crime and will successfully work in partnership with statutory and voluntary sector agencies/organisations.

What are the main activities or outputs you will deliver to achieve these differences?

We will deliver support to 75 children/young people per year who have been victims of crime, prioritising domestic violence cases, 40 of which will be through counselling/emotional support.
We will create a network of carefully selected, accredited counsellors in Greater London who will receive specialist training to ensure they are fully aware of the role they can play in offering support to child victims of crime.
We will work in partnership with the police forces, local authorities and voluntary sector to ensure an effective service for young victims of domestic violence in London. This will include a targeted marketing campaign.

You and your grant request

What, specifically, are you applying for (your project)?

We are applying for continuation funding to support young victims of domestic-related crime in Greater London, through an increasing network of specialist counsellors and in partnership with the police forces, local authorities and voluntary sector.

The project will be delivered by our London-based personnel, including therapist and co-ordinator, Simon Littlejohn, who triages referrals for counselling, working closely with our partner, Relate, to place young victims with the most appropriate support.

Since our original application in January 2015, the cost per hour of counselling has risen from £30 to £50. We have also seen an increase in overall referrals across Greater London. Whilst not all will result in counselling, all will be assessed and put forward for a combination of practical, emotional or specialist support. Both of these changes are reflected in our outputs and costs. However, our flexible delivery model is scalable according to the resource available.

How will the project described achieve your stated outcomes?

Delivery of this project fits the 'Positive Transitions' priority and the aim to provide specialist support services for vulnerable and disadvantaged Londoners, especially children and young people affected by domestic abuse.

By offering tailored, flexible support when it is needed most, we are able to meet the immediate needs of the victim and their family.

The urgent nature of our beneficiaries' needs means that social services and other public agencies are often unable to act quickly enough and that results in, for example, benefits being delayed, a temporary and chaotic housing situation.

We offer counselling to all the young victims and families we work with, but they are not always ready for this, or don't feel it is for them and therefore we need to provide a tailored service for each individual.

How do you know there's a need for this work?

Over 700,000 children between 10 and 15 are victims of reported serious crime each year. To date we have helped over 16,000 child victims of crime and their families, 2,070 in 2017/18.

Almost 50% of referrals to Embrace relate to sexual abuse or assault. Domestic violence accounts for nearly 16% of our beneficiaries.

Since the start of our City Bridge Trust-funded project in April 2016, we have delivered the following:

Child victims of domestic violence-related crimes are supported through specialist counselling sessions ? target 50 per year.

Year 1: 52

Year 2: 44

Year 3 to date (5 months): 16

Deliver specialist counselling sessions to children/young people who have been victims to domestic violence

Year 1: 243

Year 2: 192

Year 3 to date (5 months): 78

We have provided training for 63 counsellors and currently have 8 London-based therapists with specialist training in supporting domestic violence victims/witnesses.

How will the work be delivered - specifically, what will you do?

The project will focus on meeting the immediate need of the young victims and families we support across Greater London, focusing primarily on victims of domestic violence-related crimes, but not at the exclusion of other cases of serious crime such as sexual abuse/assault, for which the majority of referrals to Embrace CVOC relate to.

We aim to increase the number of referrals of domestic violence cases through a targeted media and marketing campaign, run by our Head of Communication & Marketing.

We know how important it is, to the young people and families we help, to have a full range of services available to them locally, and to understand that what each individual needs is different. By assessing each case individually and considering many levels of intervention, ranging from practical to emotional to specialist support, we give the right support at the right time to those most in need.

Why are you the right organisation to do this work?

With 25 years' of experience working with children and families who have been victims of serious crime, we believe we are best placed to understand their needs and deliver the wide range of support that can help them to cope, recover and move on.

We have a strong team in place in London, not only managing incoming referrals and directly delivering support, but working hard to raise the profile of Embrace CVOC and what it does, to develop robust processes and referral mechanisms, ensuring that no-one in need of immediate support slips through the gap in provision. We maintain a short waiting list (around 5 days) for therapy or our complementary emotional support programmes.

Embrace has developed a comprehensive Continuing Professional Development programme for Embrace therapists to ensure that all are skilled in Domestic Abuse, Sexual Violence, and the evidence-based treatment modality of Trauma Focused CBT.

How does your work complement and not duplicate other services within your area?

By working on the ground, through local staff, and in partnership with local agencies, we will ensure that our project does not duplicate other services, but rather seeks to complement existing provision.

Whilst an all crime charity, this project will prioritise providing specialist support around Domestic Violence. We are committed to providing a free, confidential service of therapeutic counselling, play therapy and in targeting those most vulnerable in our society, often Looked After Children and those living in poverty.

Across London we have developed effective partnerships with and taken referrals from Victim Support, Victims' Hubs, Social Services, Youth Offending Services and Winston's Wish, in addition to the referrals from Family Liaison Officers and other frontline police officers and children's services staff.

Through Relate and our own counsellors, we can offer direct access to professional therapy for children, young people and families who have been traumatised by crime.

How will you ensure that your project will hear and represent the views and needs of disadvantaged people and/or diverse communities?

Our staff work very closely with the families they support and regularly receive feedback, either in person or by email/text. We record all of this feedback and use it to improve our service. As such, our services develop organically, based on real need and feedback from our beneficiary group. We believe this is a better way to evaluate and grow our service, in line with local need, rather than to insist on user groups and formal evaluation, as it is not always appropriate with the age groups we support and the trauma they have recently experienced.

We do, however, get formal feedback from our therapists, who will use an Outcomes Star approach to complete an assessment at the beginning and end of their involvement. Where able, children/young people will be also asked to complete a Wellbeing Questionnaire.

How does your project engage and empower individuals and/or communities to come together on this issue? Will you be working with people who are particularly excluded?

We often provide support to the young victims' family members who are also in need of help to re-build a strong family network. In doing so the likely outcome is that the whole family are more able to cope, recover and move on from the trauma.

The basis of all our support services is to provide what the child and family needs, what will make the biggest difference to them and have the most lasting positive impact. This will be different for each family but will usually include improving their mental health, supporting the whole family, setting out a path for the child to return to education and to provide support to help them deal with the process of a trial and/or conviction.

Family Focused support by qualified therapists brings together the whole family, strengthening support networks and creating long-term coping mechanisms.

Is the focus of your project meeting an already identifiable need (acute or otherwise) or are there elements which are preventative and/or incorporate early action?

Almost 50% of referrals to Embrace relate to sexual abuse or assault and domestic violence accounts for nearly 16% of our beneficiaries. In 2017/18 we supported 106 young victims in Greater London across all crime types and through our range of services. So far in 2018/19 we have received 146 referrals in London. The increase is partially due to the launch of our 'Dear Santa' campaign which provided gifts and food vouchers for those families most in need. We expect that as the campaign runs, many of these referrals will generate additional requests for counselling for children and their families who have suffered from the most serious crimes, and we include details of our City Bridge Trust-funded provision to all enquiries and initial referrals received within Greater London.

Who might you need to work closely with in delivering this project - whether before, during or afterwards?

We will build on our existing partnerships with the Metropolitan Police, the City of London Police, MOPAC, the local authorities, women's refuges and the Sexual Abuse Referral Centres. Through our targeted marketing campaign and the 'Dear Santa' campaign we aim to reach additional organisations, media platforms and open up more avenues for referrals. In delivering the counselling provision we will continue to work closely with Relate as a formal partner, and with other specialist delivery organisations across Greater London.

Additionally, our partnership with the Metropolitan Police has evolved, as we are now the key partner of their Christmas Tree Project which is raising funds to buy Christmas gifts for children and young people that might otherwise not receive anything at all. This partnership is an example of how we are preparing for significant growth in key areas, starting with Greater London.

Our aim as a funder is to help people move positively between any of the four stages of Surviving, Coping, Adapting and Thriving. For your project at which of these stages will most people begin their journey?

We believe the majority of beneficiaries will be at the 'Surviving' stage when they first come into contact with Embrace CVOC. Many young victims have experienced serious trauma, often over a long period of time. They and their family members may not be able to effectively process what has happened to them. They are likely to be scared, feeling vulnerable and without much hope for the future. The aim of all of our services; practical, emotional and specialist, is to help them to cope, recover and move on from the trauma of being a victim of crime. As such, we expect the vast majority of this project's beneficiaries will progress through the 'Coping' and 'Adapting' stages, with many hopefully reaching the 'Thriving' stage, and much of the feedback we receive from families indicates that this is the case, as a direct result of the support they have had.

Will there be any elements of this project that will help you or your beneficiaries to reduce your environmental footprint?

Whilst this will not be a key objective of the project, we will encourage beneficiaries and their families to follow similar procedures as our staff. Where possible local staff will undertake all of the direct support in a bid to cut down on travel expenses and pollution. Our CRM system enables us to contact beneficiaries' families via email and phone. We use letter and postage as little as possible and encourage our beneficiaries to contact us by email or via our website.

Funding required for the project

What is the total cost of the proposed activity/project?

Expenditure heading	Year 1	Year 2	Year 3	Year 4	Year 5	Total
Counselling services	3,000	0	0			3,000
Counselling Services Clinical lead salary	38,245	38,245	38,245			114,735
Staff costs: Young Victims' Support Officer/Co-ordinator for London - £28,000 + 20% on costs - 1 day per week (20%)	6,720	6,720	0	0	0	13,440
Gift vouchers	2,000	0	0			2,000
50 referrals x 10 counselling sessions each @ £30	15,000	15,000	15,000			45,000
Lead Therapist - 10% contribution of £50,000	5,000	5,000	0	0	0	10,000
50 x counselling sessions x 6 sessions @ £50 plus practical/other interventions for a further 25 @ average £200	20,000	20,000	0	0	0	40,000
Partnership with Relate	12,000	12,000	0	0	0	24,000
Management fee at 10% of project total	4,372	4,372	0	0	0	8,744
TOTAL:	48,092	48,092	0	0	0	96,184

What income has already been raised?

Source	Year 1	Year 2	Year 3	Year 4	Year 5	Total
Kent PCC	2,000	0	0			2,000
The Big Give	18,000	0	0	0	0	18,000
The Royal Masonic Lodge	6,408	0	0			6,408
The Frogna Trust	723	0	0			723
Staffordshire PCC	10,000	0	0			10,000
TOTAL:	18,000	0	0	0	0	18,000

What other funders are currently considering the proposal?

Source	Year 1	Year 2	Year 3	Year 4	Year 5	Total
Children In Need	21,722	21,722	21,722			65,166
TOTAL:	0	0	0	0	0	0

How much is requested from the Trust?

Expenditure heading	Year 1	Year 2	Year 3	Year 4	Year 5	Total
Counselling services	3,000	0	0			3,000
Counselling Services Clinical lead salary (20%)	7,649	7,649	7,649			22,947
Staff costs: Young Victims' Support Officer/Co-ordinator for London - £28,000 + 20% on costs - 1 day per week (20%)	6,720	6,720	0	0	0	13,440
Gift vouchers	2,000	0	0			2,000
50 referrals x 10 counselling sessions each @ £30	15,000	15,000	15,000			45,000
Lead Therapist - 10%	5,000	5,000	0	0	0	10,000

contribution of £50,000						
50 x counselling sessions x 6 sessions @ £50	15,000	15,000	0	0	0	30,000
Management fee at 10% of application total	2,672	2,672	0	0	0	5,344
TOTAL:	29,392	29,392	0	0	0	58,784

Who will benefit?

How many people will directly benefit from the grant per year?

75

In which Greater London borough(s) or areas of London will your beneficiaries live?

London-wide

Does this project specifically target any groups or communities?

No - open to everyone

This project will specifically work with the following age groups:

0-15/16-24

This project will specifically work with the following gender groups:

This project will specifically work with the following ethnic groups:

If Other ethnic group, please give details:

This project will specifically work with Deaf and disabled people:

No

This project will specifically work with LGBTQI groups:

No

This project will specifically work with other groups or communities:

Victims of crime

How will you target the groups/communities you have identified? What is your expertise in providing services for these groups?

Through our website, engagement with existing referral agencies, staff on the ground, social media and marketing.

Are there any groups or communities you think your organisation will find hard to include through this project?

No

If yes, please specify which groups or communities? Where possible using the categories listed above.

If yes, what steps will you take to make your services accessible to and meet the needs of the groups/communities you have identified?

Declaration

I confirm that, to the best of my knowledge, all the information I have provided in this application form is correct. I fully understand that City Bridge Trust has zero tolerance towards fraud and will seek to prosecute and recover funds in every instance.

Please confirm: Yes Full Name: **Rachel Ireland**

Role within **Head of Fundraising**
Organisation:

The City Bridge Trust

Bridging Divides: Application for a grant



About your organisation

Organisation Details

Name of your organisation:

Evergreen Play Association Ltd

If your organisation is part of a larger organisation, what is its name?

In which London Borough is your organisation based?

Hackney

Contact person:

Ms Pat Macantsionnaigh

Position:

Inclusion Co-Playleader

Website:

<http://www.evergreenplay.btck.co.uk>

Social Media Accounts:

@evergreen_play

What Quality Marks does your organisation currently hold?

Previously held Quality in Play accreditation which has now run out and are in the process of reapplying

Ofsted registered - Outstanding accreditation August 2015

Legal Status

Legal status of organisation: **Registered Charity**

Charity Number:

1003625

Company Number:

2420711

CIC Number:

Bencom Number:

When was your organisation established? **01/07/1972**

Aims of your organisation:

To provide free, supervised inclusive play and leisure to all children and young people aged 5-15 years (up to 18 years for young people with additional needs) regardless of ability, ethnicity, cultural and socio-economic status. To nurture children to ensure they are able to thrive in a diverse community, to help them reach their full potential and be socially and community aware. To guide children and young people and help them make the right decisions in regards to social behaviour, educational attainment and staying healthy.

Main activities of your organisation:

Within our just under 1 acre site we have large adventure play equipment, a forest area, covered football area, nature garden where children grow fruit and vegetables and learn about the environment and pond life within our 2 nature ponds. Our purpose built play building has a sports hall where table tennis, pool, basketball, air hockey and table football can be played. Our soft play room has multiple uses depending on who is using it. It can be a wrestling room for our more boisterous users, a chill out zone for our teenagers and a place to jump around for the younger children. Our arts and crafts room is where various arts and crafts can be explored including pottery, painting, sewing and collages. It is also used for children to do their homework art projects and do other homework. Our kitchen is used for daily cooking sessions during term time and weekly sessions during school holidays.

Your Staff & Volunteers

Full-time:	Part-time:	Trustee/Board members:	Active volunteers:
2	14	5	120

Do you have a Safeguarding policy? **Yes**

Are the following people in your organisation subject to DBS checks?

Paid Staff Yes	Volunteers No	Trustees / Management Committee Members Yes
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Property occupied by your organisation

Is the main property owned, leased or rented by your organisation?	If leased/rented, how long is the outstanding agreement?
Leased	2020

Environmental Impact**What action have you taken in the past year to progress environmentally sustainability principles and practice?**

Where ever possible we recycle any waste products such as paper, tin, recyclable plastic and tetra packs. Any cutting from our garden are used as mulch for our forest area and all left over coats, hats and other clothing are taken to the local charity shop. We encourage the children to recycle any materials they have. We are members of Hackney's SCRAP Project where we get a majority of the materials used in our arts and craft activities.

Finance Details

Organisation Finances

	Year of most recent audited / examined accounts	Current financial year forecast	Next financial year budget
End of financial year date	31/03/2017	31/03/2018	
Grants & donations:	£138,265	£147,500	£0
Earned income:	£0	£0	£0
Other income:	£0	£0	£0
Total income:	138,265	£147,500	£0
Charitable activity costs:	£139,420	£155,643	£0
Cost of raising funds:	£0	£0	£0
Other costs:	£0	£0	£0
Total expenditure:	£139,420	£155,643	£0
Free unrestricted reserves held at year end:	£24,027	£18,522	£0
What is your organisation's reserves policy? As part of the organisations constitution and in line with legislation, Evergreen Play Association has a reserves policy which keeps money available in case of closure, redundancy or other financial situations. In keeping with the acute awareness of risk, EPA is insured for liability as well as physical property on the premises. Robust financial checks and balances are in place to ensure the appropriate management of money For your most recent financial year, what % of your income was from statutory sources? 31-40%			

Organisational changes

Describe any significant organisational changes to your structure, financial position or core activities since the date of your most recent accounts.

N/A

Grant Request

Which of the Trust's programmes and priority areas will your application deliver? Positive Transitions/Children & young people				
Which of the programme outcome(s) does your application aim to achieve? Positive Transitions/Londoners experiencing inequality or disadvantage are supported to become more independent Positive Transitions/Vulnerable and disadvantaged Londoners are more resilient and empowered to make positive choices				
Please describe the purpose of your funding request in one sentence. Full time staff member to help facilitate the project with emphasis on the inclusion of children and young people with additional needs to ensure they reach their full potential				
When will the funding be required? 10/12/2018				
Is this request to continue work that is currently funded or has been funded in the last year by: City Bridge Trust? No				
Another funder? (if so which) BBC Children in Need				
How much funding are you requesting?				
Year 1: £35,000	Year 2: £30,000	Year 3: £25,000	Year 4: £20,000	Year 5: £20,000
Total Requested: £130,000				

What 3 main differences or outcomes do you want to achieve through your funding proposal?

- | |
|---|
| Providing a stable environment for children and young people helps them become more socially able and less likely to cause anti social behaviour and be enticed into gang membership |
| Learning transient skills such as cooking, building - using power tools and other tools- helps the children and young people gain confidence and ideas of what they would like to do later in life, help with home work ensures the children reach their full potential |
| Providing 1:1 support for children and young people with a disability ensures they gain greater social, verbal and physical skills within a mainstream environment leading to their support needs decreasing as their confidence and ability increases |

What are the main activities or outputs you will deliver to achieve these differences?

- | |
|---|
| Term time inclusive play and leisure for 37 weeks per year 5 days per week including cooking sessions daily, inside and outside sports and play, daily arts and craft sessions. All child led and freely chosen |
| School holiday inclusive play and leisure for 10.5 weeks per year, 5 days per week from 10am-5pm. During school holidays breakfasts are provided daily (free) and cooking sessions once a week. Sports, arts and crafts, off site trips and free play on offer over these periods |
| Supported play for children and young people with a disability for 47.5 weeks per year - 5 days per week. Children and young people from the age of 5-18 years can receive the same play and leisure activities as their mainstream peers |

You and your grant request

What, specifically, are you applying for (your project)?

We are an open access, inclusive adventure playground providing free play and leisure to all children aged 5-15 (up to 18 for those with a disability). We are open all year round during term time and school holidays. Through being an inclusive environment we ensure children and young people with additional needs have the same play and leisure opportunities as their mainstream peers. We help alleviate preconceived ideas which often surround disability therefore making a more cohesive and welcoming community environment. Through nurturing the children from the age of 5 years we help guide the children to become more community minded, less likely to cause antisocial behaviour and be tempted to become part of the gang culture which is apparent in the area. The children can enjoy a host of activities including; cooking, gardening, arts and crafts, sports, adventurous play on our outdoor equipment and lots of child led play.

How will the project described achieve your stated outcomes?

Through Inclusive play we see children with a disability gain greater physical and verbal abilities. After a period of time we see children who once needed 1:1 support have their support needs decreased until some no longer need support in a mainstream play environment. This then allows them the freedom to attend other facilities in the borough. We see children who have behaviour problems and are on the brink of exclusion from school learn boundaries, learn focus and gain verbal skills which help them control their behaviour. Many of the children who attend the playground come from single parent families where a positive male role model is not available to them. At the playground we have many male staff members who provide guidance and help educate the children in acceptable behaviour, social understanding and being responsible for their actions.

How do you know there's a need for this work?

In the last financial year we had 743 individual children attend the playground over the year. This shows a need for the service we provide. Of this number 9% were children with a disability. The disabled children mainly attend specialist schools and do not have the opportunity to socialise with their mainstream peers outside of their family members. We are the only fully inclusive adventure playground in Hackney where support workers are provided at no cost to the families to ensure their children have these play rights. During the summer of 2018 we had 463 individual children attend over the 5 week holiday, of this number 1/3 attend secondary school therefore showing a need which is met for older children to have somewhere to go and socialise which is freely chosen and ensures they are not on the streets and being led into anti social behaviour.

How will the work be delivered - specifically, what will you do?

The work will be delivered by the 2 full time playleaders and the sessional play and support staff. Each full time member of staff has a specific role in the playground. One is responsible for maintenance of the site, Health and Safety and all play activities including the supervision of the play workers. He is also the designated safe guarding officer. The other staff member is responsible for all funding applications, monitoring, administration and finances as well as all aspects of the inclusion project. She liaises with parents and outside organisations who refer children with needs to the playground, assesses the support needs of the children and ensures they are given the correct support to ensure they have the same play opportunities as their peers. She supervises the support workers and carries out all cooking sessions and helps with homework when asked. We work as a team at all times.

Why are you the right organisation to do this work?

We are the right organisation as we have a proven track record in providing the service we do. We are recognised as being a model of inclusive play and were given an Outstanding in our last Ofsted inspection (August 2015) due in part to the unique play and leisure we provide. The numbers of children who access our playground increase each year. Our staff are all trained and have a deep understanding of the local community, their needs and the pressures they face. We ensure that the children's and young people's voices are heard and we as an organisation evolve over time with the changes in the local community ensuring we provide what is needed.

How does your work complement and not duplicate other services within your area?

We are the only open access mainstream adventure playground within the borough of Hackney which provides support workers for children with additional needs at no charge to the parents. We are part of the play network in Hackney but are an independently run organisation. We accept referrals from outside organisations and the local authority for children who are in need of supported play. During school hours we have a specialist school which uses our play site once a week to give the children some adventure play time and we have local schools visit during the spring/summer months to explore our nature pond and forest area to enhance their knowledge and experience of their local environment and the animals and mini beasts which are part of the local ecosystem.

How will you ensure that your project will hear and represent the views and needs of disadvantaged people and/or diverse communities?

We ensure all children who attend the playground have a voice and are able to say what they want to do with their play and leisure time. We evolve with the needs of the children and the local community. We help parents with children with additional needs by helping them in getting a the support their child needs both at school and during their leisure hours. Through providing free supervised play provision we help parents on low incomes continue to work during school holidays by giving their children somewhere to go and thrive within our inclusive playground. The children who attend the playground all have a say in what activities are on offer and where we go during our summer off site trips. The children make suggestions for our cooking sessions and we do all we can to accommodate their ideas. This is also true in regards to play equipment.

How does your project engage and empower individuals and/or communities to come together on this issue? Will you be working with people who are particularly excluded?

We are open to all children regardless of ability, ethnicity, cultural and socio-economic status. All children are treated equally, all have the same rights in regards to having their voices heard and their needs catered for. We have discussions with the children within our children's committee which teaches the children to listen to others, respect others points of view and be free to express their own opinions. Through being an inclusive organisation, we ensure that preconceived which often surround disability are alleviated and children gain a greater understanding of others needs thereby making a more cohesive community.

Is the focus of your project meeting an already identifiable need (acute or otherwise) or are there elements which are preventative and/or incorporate early action?

We are meeting the need for play and leisure for children and young people which is already apparent by the numbers of children and young people who attend. There are preventative elements to what we do as we encourage young people to be more socially and community aware and discourage antisocial behaviour and gang affiliation. We give teenagers a place to go and socialise, meet up with their friends and make new friends. We speak to the young people about social media, it's use and the down side of it's use. We do not have a wireless connection at the playground to ensure children have some time off their phones and engage with each other. Male staff members help some of our young males in their social interaction and give guidance to them in regards to being enticed into gang membership and the consequences of this.

Who might you need to work closely with in delivering this project - whether before, during or afterwards?

We will work with LB Hackney Children in Need, Hackney Learning Trust and Social Services all who refer children to our service. We are open to work with anyone who has children's and young people's well-being at the heart of their service. We work with parents and carers to ensure their child/ren have the utmost support and benefit from our service

Our aim as a funder is to help people move positively between any of the four stages of Surviving, Coping, Adapting and Thriving. For your project at which of these stages will most people begin their journey?

As we work with a diverse group of children coming from various backgrounds and facing various challenges, the four stages can affect them at different times. I would say the main stages we see are Coping (with a disability or family situation), Adapting (some of the children are adapting to being in foster care or adapting to being in a mainstream environment for those with a disability) and Thriving which is what we expect all the children to do once they have attended the playground for a length of time. We have seen children Thrive, especially those with a disability within our mainstream play environment. We have also seen children who attend Pupil Referral Units (PRU) become more able to control their behaviour, listen to others and want to get back into mainstream schooling. The children and young people who attend our service come from a variety of backgrounds.

Will there be any elements of this project that will help you or your beneficiaries to reduce your environmental footprint?

We encourage recycling within our project and show the children which are recyclable materials. We grow vegetables and fruits in our nature garden and use these within our cooking sessions when possible. Lots of the materials we use in our arts and crafts sessions are recycled products and materials. We have a compost in our garden area and use our forest area to mulch down all degradable plant materials.

Funding required for the project

What is the total cost of the proposed activity/project?

Expenditure heading	Year 1	Year 2	Year 3	Year 4	Year 5	Total
Salaries, ENIC, Pension	98682	98682	98682	98682	98682	493410
Premises costs,	11000	11000	11000	11000	11000	55000
Insurance	6000	6000	6000	6000	6000	30000
Postage, stationary, admin	800	800	800	800	800	4000
Equipment and materials	10000	10000	10000	10000	10000	50000
Training	120	0	120	0	120	360
Minibus upkeep	2000	2000	2000	2000	2000	10000
Sundry – petty cash	600	600	600	600	600	3000
TOTAL:	129202	129082	129202	129082	129202	645770

What income has already been raised?

Source	Year 1	Year 2	Year 3	Year 4	Year 5	Total
LB Hackney core grant	59000	59000	59000	59000	59000	295000
Hackney Learning Trust	11000	11000	11000	11000	11000	55000
Corporate volunteer days	5000					5000
School visits and donations	3500					3500
TOTAL:	78500	70000	70000	70000	70000	358500

What other funders are currently considering the proposal?

Source	Year 1	Year 2	Year 3	Year 4	Year 5	Total
Peter Stebbings Memorial Charity	8820					
Edward Gostling Charity	5000					
Masonic Charitable Foundation	15000					
AXA XL Charity	10000					
TOTAL:	38820					

How much is requested from the Trust?

Expenditure heading	Year 1	Year 2	Year 3	Year 4	Year 5	Total
Salary inc.ENIC and Pension (1 st yr only then % of)	33240	30000	25000	20000	20000	128240
Insurance	1760	0	0	0	0	1760
TOTAL:	35000	30000	25000	20000	20000	130000

Who will benefit?

How many people will directly benefit from the grant per year?

700

In which Greater London borough(s) or areas of London will your beneficiaries live?

Hackney

Does this project specifically target any groups or communities?

Yes - please enter details below

This project will specifically work with the following age groups:

0-15

This project will specifically work with the following gender groups:

This project will specifically work with the following ethnic groups:

If Other ethnic group, please give details:

This project will specifically work with Deaf and disabled people:

No

This project will specifically work with LGBTQI groups:

No

This project will specifically work with other groups or communities:

All children aged 5-15 are welcome regardless of ability, ethnicity, cultural and socio-economic status

How will you target the groups/communities you have identified? What is your expertise in providing services for these groups?

We send information to schools, children's centres and are well known to child related agencies who work with children and families. We have been providing a successful child led organisation for over 45 years

Are there any groups or communities you think your organisation will find hard to include through this project?

No

If yes, please specify which groups or communities? Where possible using the categories listed above.

If yes, what steps will you take to make your services accessible to and meet the needs of the groups/communities you have identified?

Declaration

I confirm that, to the best of my knowledge, all the information I have provided in this application form is correct. I fully understand that City Bridge Trust has zero tolerance towards fraud and will seek to prosecute and recover funds in every instance.

Please confirm: Yes Full Name: **Pat Macantsionnaigh**

Role within **Inclusion/Finance Playleader**
Organisation:

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Bridging Divides: Application for a grant



About your organisation

Organisation Details

Name of your organisation: Islington Mind	
If your organisation is part of a larger organisation, what is its name?	
In which London Borough is your organisation based? Islington	
Contact person: Dr Peter Nevins	Position: Director
Website: http://www.islingtonmind.org.uk	Social Media Accounts: https://twitter.com/IslingtonMind
What Quality Marks does your organisation currently hold? Islington Mind has been awarded a high level mark in the Mind Quality Mark which is the quality management assessment carried out by Mind on Local Mind Associations across England.	

Legal Status

Legal status of organisation: Registered Charity			
Charity Number: 294535	Company Number: 02002508	CIC Number:	Bencom Number:
When was your organisation established? 20/10/1982			
Aims of your organisation: Islington Mind promotes the preservation and safeguarding of mental health. We believe everyone has a right to good mental health and we welcome people from all backgrounds and value diversity. We strive to make a significant contribution to the quality of life of Londoners experiencing mental distress and their carers.			
Our objectives are to: <ul style="list-style-type: none"> ? provide flexible, recovery oriented community mental health services that meet local needs ? offer open and immediate access ? facilitate and assist with: individual support plans and mental health self-management, social inclusion, access to mainstream mental health services, employment training and education opportunities ? encourage users to get involved and participate in deciding which services are provided and how they are delivered ? raise awareness and challenge stigma around mental health problems ? assist anyone concerned about a relative or friend who has mental health problems. 			

Main activities of your organisation:

Islington Mind's support services include:

? A Community Support Service providing client centred day care support through three resource centres in different parts of the

Borough of Islington. We offer safe therapeutic spaces, support in times of crisis, activities to improve well-being and physical health,

opportunities to learn new skills and improve employability, and help build resilience and self-reliance.

? An Enablement Service which offers personalised, time-limited support to help people retain or achieve independent living.

? Our specialist services include:

-OUTCOME ? Islington Mind's LGBTQ+ project ? which provides support to the most vulnerable groups within the community such as

LGBTQ+ asylum seekers and refugees, Trans individuals, LGBTQ+ people with learning difficulties, and LBT women experiencing

domestic violence

-the Psychosis Therapy Project, which is a unique project providing talking therapies to people with psychotic disorders

-an INREACH project helping mental health inpatients with their transitions from hospital to community care

-a Women Only Space

-Mother-to-Mother women caregivers support provision.

Your Staff & Volunteers

Full-time:	Part-time:	Trustee/Board members:	Active volunteers:
10	18	5	70
Do you have a Safeguarding policy? Yes			
Are the following people in your organisation subject to DBS checks?			
Paid Staff Yes	Volunteers Yes	Trustees / Management Committee Members Yes	

Property occupied by your organisation

Is the main property owned, leased or rented by your organisation?	If leased/rented, how long is the outstanding agreement?
Rented	May 2021

Environmental Impact

What action have you taken in the past year to progress environmentally sustainability principles and practice?

To progress environmental sustainability we:

1. promote the need to reduce our carbon footprint through staff meetings
2. work to reduce energy use through efficient lighting, setting computers to energy saving mode when out of use, and ensuring all office equipment, lighting and other energy consuming equipment is off at end of office hours. Our heating is set automatically to work only when sites are active and our boilers are serviced regularly.
3. work to reduce our waste footprint by having recycling systems in place, conserve workshop materials, utilise reusable bags, etc.
4. reclaim and utilise surplus food (e.g. we have a partnership with Sainsbury's, and we host a weekly FoodCycle hub)
5. encourage digital promotion, email communication and paperless admin whenever possible
6. facilitate and promote activities which reduce environmental footprints (e.g. public transport use, gardening, composting, walking, cycling, healthy cooking/eating, etc.)
7. purchasing eco-label products
8. bulk purchasing.

Finance Details

Organisation Finances

	Year of most recent audited / examined accounts	Current financial year forecast	Next financial year budget
End of financial year date	31/03/2018	31/03/2019	31/03/2020
Grants & donations:	£25,112	£28,618	£28,618
Earned Income:	£882,647	£1,027,413	£1,050,137
Other income:	£0	£0	£0
Total income:	907,759	£1,056,031	£1,078,755
Charitable activity costs:	£838,423	£1,008,655	£1,024,575
Cost of raising funds:	£16,913	£20,670	£21,083
Other costs:	£0	£0	£0
Total expenditure:	£855,336	£1,029,325	£1,045,658
Free unrestricted reserves held at year end:	£170,218	£189,303	£212,192
What is your organisation's reserves policy? We aim to secure 6 months running costs as a contingency against the loss of a substantial amount of our statutory funding.			
For your most recent financial year, what % of your income was from statutory sources? 71-80%			

Organisational changes

Describe any significant organisational changes to your structure, financial position or core activities since the date of your most recent accounts.

None

Grant Request

Which of the Trust's programmes and priority areas will your application deliver? Positive Transitions														
Which of the programme outcome(s) does your application aim to achieve? Positive Transitions/Londoners experiencing inequality or disadvantage are supported to become more independent Positive Transitions/Specialist support services are better able to meet the needs of vulnerable and disadvantaged Londoners														
Please describe the purpose of your funding request in one sentence. Providing specialist, tailored help and support with resettlement and living independently in the UK to LGBTQ+ asylum seekers and refugees who experienced persecution and trauma in their home countries.														
When will the funding be required? 26/02/2019														
Is this request to continue work that is currently funded or has been funded in the last year by: <div style="display: flex; justify-content: space-between;"> <div style="width: 45%;"> City Bridge Trust? No </div> <div style="width: 50%;"> Another funder? (if so which) part of the work was funded by Lloyds Bank Foundation and by National Mind </div> </div>														
How much funding are you requesting? <table style="width: 100%; border: none;"> <tr> <td style="width: 20%;">Year 1:</td> <td style="width: 20%;">Year 2:</td> <td style="width: 20%;">Year 3:</td> <td style="width: 20%;">Year 4:</td> <td style="width: 20%;">Year 5:</td> </tr> <tr> <td>£27,456</td> <td>£27,683</td> <td>£41,738</td> <td>£41,991</td> <td>£42,307</td> </tr> </table> <p style="text-align: center; margin-top: 10px;">Total Requested: £181,175</p>					Year 1:	Year 2:	Year 3:	Year 4:	Year 5:	£27,456	£27,683	£41,738	£41,991	£42,307
Year 1:	Year 2:	Year 3:	Year 4:	Year 5:										
£27,456	£27,683	£41,738	£41,991	£42,307										

What 3 main differences or outcomes do you want to achieve through your funding proposal?

Activity 1 will reduce anxiety, depression, stress levels and other PTSD symptoms experienced by LGBTQ+ asylum seekers and refugees that fled their home countries following persecution. It will help develop self-management of mental health strategies. This will result with Improved mental health, well-being and quality of life.
Activity 2 will increase the number of LGBTQ+ asylum seekers and refugees accessing re-socialising opportunities, gaining moral and practical support from their peers, improving their social network, and gaining confidence. This will result with reduced risk of social exclusion and isolation experienced by LGBTQ+ asylum seekers and refugees.
Activity 3 will increase the number of LGBTQ+ migrants accessing and improving outcomes of appointments related to their health, legal and/or economic situation (e.g. court and tribunal hearings, welfare benefits, medical assessments, social housing appointments, employment/volunteering interviews, etc.). This will result in Improvement to migrants' health and chances in life.

What are the main activities or outputs you will deliver to achieve these differences?

A specialist psychotherapy service, offering individual sessions and a therapy group dedicated to supporting LGBTQ+ asylum seekers and refugees who experienced trauma and fled persecution from their home countries.

This service will be run by an experience psychotherapist with expertise in working with people suffering from Post-Traumatic Stress Disorder (PTSD).

Experts-by-Experience peer support groups including: an LGBTQ+ Asylum Claim Support Group and a Move-On Group (offering peer support through the asylum process or the re-settling process in the UK), and an LBT Asylum Seeker/Refugee Women-Only Space. The groups will be overseen, supervised and supported by the project coordinator.

Companion support to key appointments including medical appointments (e.g. GP or psychiatric appointments), asylum screenings interviews, tribunal hearings, welfare benefit medical assessments, volunteering/employment interviews, housing related appointments, etc.

These sessions will be organised and supervised by the project coordinator and facilitated by a sessional support worker, or volunteers where appropriate.

You and your grant request

What, specifically, are you applying for (your project)?

Freedom From Fear To Love (part of Outcome, Islington Mind's LGBTQ+ service) supports LGBTQ+ asylum seekers and refugees in their challenging transition to life in the UK as a newly 'out' person. We focus on two key transition points; when seeking asylum, and then during the 'move-on' period. The project focuses on safeguarding mental health, developing self-management strategies, and improving self-esteem, confidence and resilience. It is run by an experienced LGBTQ+ Community Mental Health Advocate with a team of volunteers and offers individual support packages based on a personalised needs assessment combined with peer-support groups/activities and therapies.

Adding value to this project, beneficiaries also benefit from Outcome's ongoing open-ended provision.

The grant from CBT will fund three activities within this project:

- a specialist psychotherapy service
- peer-facilitated support groups
- companion support to key appointments

It will also fund regular training, support and supervision of volunteers and clinical supervision of psychotherapist.

How will the project described achieve your stated outcomes?

LGBTQ+ asylum seekers and refugees experiencing mental health problems as a result of trauma will:

1. develop positive self-management strategies and self-acceptance of their sexuality/gender identity and improve self-esteem, confidence and resilience
2. improve social and support networks through integration and positive involvement with local communities
3. improve their chances for being granted asylum and thus their safety
4. improve their access to necessary services and treatments and thus their health and quality of life
5. create a stronger and more cohesive community of people sharing expertise, supporting each other to tackle problems and find solutions together.

We expect that 80% of the project's users will report improvements in their:

- mental health and wellbeing
- feelings of isolation and 'loneliness'
- access to information and community resources.

Islington Mind will develop expertise and be better placed to support one of the most vulnerable groups in our society experiencing inequality and multiple disadvantages.

How do you know there's a need for this work?

Over 70 UN-member states criminalise same-sex acts; five have the death penalty. Our clients have shared stories about collective rape, beatings, imprisonment, and the mental health problems they have developed. Almost 1,500 LGBTQ+ people in 2016 sought asylum in the UK fearing persecution and many lost contact with families (including children) and friends. Yet, 73% of asylum applications on grounds of sexual/gender orientation fail, often due to 'inconsistencies'. Once granted asylum, LGBTQ+ refugees face greater risk of destitution/isolation due to stigma and exclusion from their own communities. In interactions with generic support agencies, LGBTQ+ migrants feel 'misunderstood', therefore struggle to disclose circumstances they had to hide in their home countries.

In the last couple of years, with Lottery, Lloyds and National Mind's help, we developed a support program for LGBTQ+ migrants; we identified the broad level of need and gaps in support as our migrant client numbers increased rapidly.

How will the work be delivered - specifically, what will you do?

When the CBT funding will start, the program will be in a mature phase; the project coordinator will already be employed and a team of volunteers will be supported to deliver individual personalised programs responding to asylum as well as to 'move-on' needs. Some activities and groups will be running and a volunteer-student in placement will be clinically supervised and supported to provide therapy sessions. Systems such as cross referral agreements and monitoring methods will already be in place.

The grant will contribute to the salary of the project coordinator and help sustain this provision when some of the funding expires.

We will also recruit an experienced psychotherapist with expertise in working with PTSD to run a specialist therapy clinic and further develop expert-by-experience peer support groups.

The CBT grant will also pay the salary of a sessional mental health advocate who will facilitate the companion support service.

Why are you the right organisation to do this work?

Islington Mind's LGBTQ+ service has over 25 years of experience advocating on behalf of LGBTQ+ beneficiaries and of supporting them with access to treatment, community resources and information as well as integrating into their communities and engaging with employment activities.

We have established relationships and cross referral arrangements with statutory and voluntary mental health providers, LGBTQ+ specific agencies and generic asylum seekers/refugee agencies. In the last year we have become recognized as a key provider of mental health support for LGBTQ+ asylum seekers and refugees.

We believe that people benefit from marshalling their own resources, working together with others and getting active in determining the services they access. User participation is integral to all our activities. (50% of our trustees, 25% of our volunteers are service-users).

We have extensive experience providing counselling to people suffering mental distress and of supporting our users at key appointments/assessments, positively impacting their outcomes.

How does your work complement and not duplicate other services within your area?

Our clients tell us that the current refugee resettlement network in our area is not sympathetic to the specific needs as LGBTQ+ people who have suffered trauma as a result of their sexuality, and no support is offered with the challenging transition to a newly 'out' LGBTQ+ existence.

Applying for asylum on the grounds of sexual/gender identity can be a complex/challenging process as applicants are required to prove their sexuality by exposing circumstances they have long worked to conceal for fear of persecution in their home countries. This may activate traumatic memories and lead to long term mental health problems. Once granted asylum, LGBTQ+ refugees are at a greater risk of destitution and exclusion due to discrimination related to their sexual/gender orientation.

By combining peer-support, therapy, practical advocacy and opportunities to socialise in a safe LGBTQ+ therapeutic community setting, our work is an essential complement to other refugee resettlement services.

How will you ensure that your project will hear and represent the views and needs of disadvantaged people and/or diverse communities?

The proposed project builds on our experience and has been developed in consultation with our migrant clients who helped us identify their needs and design the most helpful support provision.

We will offer a personalised and flexible Service User Volunteering / Move-On Program, ensuring that users can take part in service delivery and run peer facilitated activities and groups if they are able and wish to.

We will establish a project steering group that includes users, the project coordinator and volunteers. It will meet regularly to monitor and evaluate the project and plan needed changes.

A monthly project meeting will gather beneficiaries and the team together to discuss the project's guidelines and support provisions; what is successful and what requires improvement. We will implement changes accordingly.

We will also use methods such as focus groups, annual surveys, informal interviews and suggestions boxes to ensure that everyone's voice is heard.

How does your project engage and empower individuals and/or communities to come together on this issue? Will you be working with people who are particularly excluded?

The people that we work with are particularly excluded due to stigma related to sexual/gender identity. We developed all aspects of this project in consultation with these individuals who shared their needs and concerns while suggesting provision that could help.

We empower our users to come together and engage by facilitating:

1. peer support and expert-by-experience advice ensuring that users are:
 - ? Involved in decision making and the project delivery
 - ? connect with and value their own resources rather than focus only on problems
 - ? share their knowledge
2. a supportive, flexible User Volunteering Move-On Program, enabling user involvement while remaining sensitive to their needs and their capacity
3. opportunities to socialise in a safe, supported LGBTQ+ only therapeutic space
4. users' steering group, evaluating and planning the progress of the project
5. users' meetings, focus groups, feedback forms, suggestion boxes to ensure everyone's voice is heard.

Is the focus of your project meeting an already identifiable need (acute or otherwise) or are there elements which are preventative and/or incorporate early action?

Our project aims to meet identifiable needs of LGBTQ+ asylum seekers and refugees. We aim to work preventatively and seek to improve self-management strategies for mental health problems which have developed as a result of trauma, and to help people move on to self-acceptance and an independent new life in the UK.

The project incorporates early intervention and preventative elements. For example, beneficiaries will be provided with better access to information, resources and advice, enabling them to proceed capably with their asylum applications. Similarly, beneficiaries granted asylum and entering their Move-On period will be offered an individual support package to help them identify housing options, engage with employment activities and access welfare benefits ? preventing destitution, homelessness, and the deterioration of mental (and physical) health. We believe that the emotional support which will be provided by the project will serve to prevent mental health crises and hospitalisations.

Who might you need to work closely with in delivering this project - whether before, during or afterwards?

We believe that a multi-agency approach and integrated care provision enable people to access the best support while ensuring the long-term sustainability of outcomes. We have established cross referral agreements and will continue their development.

We work closely with agencies which assist and support asylum seekers and refugees to find solutions concerning: relevant information and advice, temporary accommodation (and permanent housing solutions), pro bono legal advice, access to food/free meals and to grants for basics, mental health support and crisis support, LGBTQ+ advice and support, welfare benefits applications and accessing employment and training. We also work closely with agencies active in asylum and immigration policy.

These agencies are: The British Red Cross, Refugee At Home, Helen Bamber Foundation, Freedom from Torture, Asylum Aid, UKLGIG, Refugee Council, solicitor companies, Food Banks, FoodCycle, Richard Cloudesley individual fund, The Samaritans, Crisis teams, Galop, Stonewall Housing, DWP, CABs and local authorities and others.

Our aim as a funder is to help people move positively between any of the four stages of Surviving, Coping, Adapting and Thriving. For your project at which of these stages will most people begin their journey?

We expect to see some beneficiaries transition through all four stages.

Generally, asylum seekers access the project at the Surviving stage: living without support to meet basic needs, overwhelmed by memories of traumatic experience, conflicted about their sexuality and haunted by feelings of guilt, shame and fear for their life and safety, and an unknown future.

Our emotional and practical support improves their self-management of PTSD symptoms, resilience, access to basic goods, temporary accommodation and legal advice. They develop hope and social networks and transition to the Coping stage.

Refugees access the project at the Coping stage and transition to the Adapting stage; they re-normalise their lives, build supportive networks, navigate employment, statutory and third sector services, and develop insight into British society.

At the Thriving stage they are out LGBTQ+ individuals, successfully re-settled in the UK. We're presently excited to recruit our first 'thrivers' as volunteers in the program.

Will there be any elements of this project that will help you or your beneficiaries to reduce your environmental footprint?

As part of the project's program of peer facilitated activities, we will offer 'green exercise activities' (See Mind's research 'Ecotherapy: The Green Agenda for Mental Health', 2007) which not only help with reducing environmental footprint, but also with improving mood, self-esteem, anger management, physical health and social networking, and so help achieve our project's outcomes.

We will offer activities/groups such as:

- gardening - utilising our large garden for sowing, planting, growing of herbs and vegetables and composting food waste
- recipes sharing ' sharing experiences and skills in planning and economising cooking and creating a healthy recipe book
- healthy cooking / eating ' sharing cooking expertise and experiences, including cooking and sharing own grown vegetables
- walking and/or cycling ' exploring local assets

We will also offer to organise clothes (and other items) swaps and discussions about the benefits and ways of reducing carbon footprints (e.g. conservation, recycling, public transportation).

Funding required for the project

What is the total cost of the proposed activity / project?

Expenditure heading	Year 1	Year 2	Year 3	Year 4	Year 5	Total
salary costs: project coordinator x 21 hours per week, reduced to 14 per week in Years 3-5	16,631	16,830	11,261	11,396	11,532	67,650
Sessional worker (companion support) x 60 occasions per year, reduced to 50 In years 3-5	3,300	3,341	2,784	2,820	2,855	15,100
1 Therapist @ £50 per hour x 4 hours a week x 50 weeks per annum	10,000	10,125	10,251	10,379	10,509	51,264
clinical Supervision psychotherapist and volunteers	5,480	5,548	5,617	5,688	5,759	28,092
volunteers travel and subsistence	3,000	3,037	3,075	3,113	3,152	15,377
volunteers training and supervision	1,500	1,518	1,200	1,100	1,000	6,318
recruitment, publicity and promotion	1,000	900	550	500	500	3,450
Other expenses including office costs, building expenses, (rent, insurance, heating, lightning, water, repairs), IT maintenance, telephony, refreshments and activities materials	6,594	6,676	5,500	5,565	5,635	29,970
mamanegement and admin support	6,444	6,525	6,606	6,690	6,775	33,040

TOTAL:	53,949	54,500	46,844	47,251	47,717	250,261
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What income has already been raised?

Source	Year 1	Year 2	Year 3	Year 4	Year 5	Total
Lloyds Bank Foundation	25,000	25,000	0	0	0	50,000

TOTAL:	25,000	25,000	0	0	0	50,000
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What other funders are currently considering the proposal?

Source	Year 1	Year 2	Year 3	Year 4	Year 5	Total
	0	0	0	0	0	0

TOTAL:	0	0	0	0	0	0
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How much is requested from the Trust?

Expenditure heading	Year 1	Year 2	Year 3	Year 4	Year 5	Total
part salary costs: project coordinator x 7 hours increased to 14 hours per week In Y3-5	5,926	5,984	11,261	11,391	11,532	46,094
half of sessional worker costs (companion support) - 60 occasions per year, reduced to 50 In years 3-5	1,650	1,671	2,784	2,820	2,855	11,780
1 Therapist @ £50 per hour x 4 hours a week x 50 weeks per annum	10,000	10,125	10,251	10,379	10,509	51,264
proportion of clinical Supervision costs for psychotherapist and volunteers	1,130	1,238	5,617	5,688	5,759	19,432
volunteers travel and subsistence	500	506	3,075	3,113	3,152	10,346
volunteers training and supervision	750	759	1,200	1,100	1,000	4,809
recruitment, publicity and promotion	500	400	550	500	500	2,450
Other expenses Including office costs, building expenses, (rent, insurance, heating, lightning, water, repairs), IT maintenance, telephony, refreshments and activities materials	3,500	3,500	3,500	3,500	3,500	17,500
management and admin support	3,500	3,500	3,500	3,500	3,500	17,500
TOTAL:	27,456	27,683	41,738	41,991	42,307	181,175

Who will benefit?

How many people will directly benefit from the grant per year?

50

In which Greater London borough(s) or areas of London will your beneficiaries live?

Islington

Camden

Haringey

Barking & Dagenham

London-wide

Does this project specifically target any groups or communities?

Yes - please enter details below

This project will specifically work with the following age groups:

25-44/45-64/65-74/75 and over

This project will specifically work with the following gender groups:

Male

Female

Transgender or other gender identity

This project will specifically work with the following ethnic groups:

Refugees and asylum seekers

If Other ethnic group, please give details:

This project will specifically work with Deaf and disabled people:

No

This project will specifically work with LGBTQI groups:

Yes

This project will specifically work with other groups or communities:
LGBTQ+ individuals seeking or granted asylum on the grounds of their sexual or gender identity

How will you target the groups/communities you have identified? What is your expertise in providing services for these groups?

Working relationships with relevant partner agencies, particularly those which can help us reach people from the top four countries of origin of our client group which are: Pakistan, Bangladesh, Cameroon and Uganda.

Are there any groups or communities you think your organisation will find hard to include through this project?

No

If yes, please specify which groups or communities? Where possible using the categories listed above.

If yes, what steps will you take to make your services accessible to and meet the needs of the groups/communities you have identified?

Declaration

I confirm that, to the best of my knowledge, all the information I have provided in this application form is correct. I fully understand that City Bridge Trust has zero tolerance towards fraud and will seek to prosecute and recover funds in every instance.

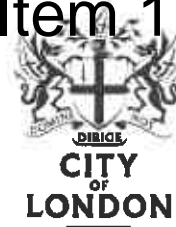
Please confirm: Yes Full Name: **Peter Nevins**

Role within **Director**
Organisation:

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The City Bridge Trust

Bridging Divides: Application for a grant



About your organisation

Organisation Details

Name of your organisation: Nafsiyat Intercultural Therapy Centre	
If your organisation is part of a larger organisation, what is its name?	
In which London Borough is your organisation based? Islington	
Contact person: Mr Adam Weatherhead	Position: Managing Director
Website: http://www.nafsiyat.org.uk	Social Media Accounts: @NafsiyatTherapy
What Quality Marks does your organisation currently hold? Accredited as a member of the UK Council for Psychotherapy (UKCP)	

Legal Status

Legal status of organisation: Registered Charity			
Charity Number: 287819	Company Number:	CIC Number:	Bencom Number:
When was your organisation established? 01/11/1983			
Aims of your organisation: Here at Nafsiyat we aim to: -Provide culturally sensitive psychotherapy and counselling to diverse cultural, ethnic and linguistic community groups -Reach those who are isolated and in need of culturally sensitive therapeutic help to address their emotional and psychological problems -Deliver safe and effective clinical supervision and training ensure that we are operating safely and protecting all those who have a stake in our work - Work in partnerships with local community groups and mental health providers to provide training and raise awareness of the importance of intercultural therapy.			

Main activities of your organisation:

We are Nafsiyat, an award-winning intercultural therapy centre which has been supporting people from across London since 1983. We are committed to providing effective and accessible psychotherapy and counselling services to people from diverse religious, cultural and ethnic communities in London. Our team is made up of experienced, fully qualified psychotherapists and counsellors from diverse backgrounds who are sensitive to the therapeutic and social needs of people from diverse cultural minority groups.

We provide short-term intercultural therapy in over 20 different languages, via referral, to individuals, groups, and couples. We also offer long-term, privately funded therapy via our Nafsiyat Choice service.

Alongside our clinical work, we also offer a range of training opportunities and we consider applications for placements trainee counsellors and therapists who are interested in gaining experience in intercultural therapy.

Your Staff & Volunteers

Full-time:	Part-time:	Trustee/Board members:	Active volunteers:
0	8	6	22
Do you have a Safeguarding policy? Yes			
Are the following people in your organisation subject to DBS checks?			
Paid Staff Yes	Volunteers Yes	Trustees / Management Committee Members No	

Property occupied by your organisation

Is the main property owned, leased or rented by your organisation?	If leased/rented, how long is the outstanding agreement?
Leased	2.5 years

Environmental Impact**What action have you taken in the past year to progress environmentally sustainability principles and practice?**

As a charity we take our environmental impact seriously. We have introduced recycling schemes across all areas of our business this includes food recycling, stationery such as printer ink and paper and we have installed energy efficient lighting which is sensitive to movement in a bid to reduce waste. We have moved premises so that we are located within walking distance of a tube station and therefore we actively encourage clients, who are able to do so, to use the tube or bus instead of car. We have also recently adopted a 'think before you print' strategy to encourage staff and volunteers to consider whether they really need to print materials or whether they can access the information just as readily online or on screen.

Finance Details

Organisation Finances

	Year of most recent audited / examined accounts	Current financial year forecast	Next financial year budget
End of financial year date	31/03/2018	31/03/2019	31/03/2020
Grants & donations:	£90,290	£62,402	£67,910
Earned income:	£270,967	£260,154	£258,060
Other income:	£1,887	£1,875	£3,560
Total income:	363,144	£324,431	£329,530
Charitable activity costs:	£347,780	£321,724	£310,872
Cost of raising funds:	£22,557	£13,000	£13,000
Other costs:	£1,992	£1,752	£1,753
Total expenditure:	£372,329	£336,476	£325,625
Free unrestricted reserves held at year end:	£18,145	£12,145	£16,050
What is your organisation's reserves policy? The policy is to hold a reserve between three and six-month unrestricted operating reserve. This enables us to ensure that we can complete vital work with clients in the event that a decision was taken to wind-up the charity.			
For your most recent financial year, what % of your income was from statutory sources? 71-80%			

Organisational changes

Describe any significant organisational changes to your structure, financial position or core activities since the date of your most recent accounts.

N/A

Grant Request

Which of the Trust's programmes and priority areas will your application deliver? Positive Transitions/Migrants & refugees				
Which of the programme outcome(s) does your application aim to achieve?				
Please describe the purpose of your funding request in one sentence. Continuation funding to further our 'Investing in Londoners' programme which has enabled growth within Nafsiyat and enabled us to reach those in greatest need.				
When will the funding be required? 01/07/2019				
Is this request to continue work that is currently funded or has been funded in the last year by:				
City Bridge Trust?		Another funder? (if so which)		
Yes				
How much funding are you requesting?				
Year 1: £39,357	Year 2: £40,144	Year 3: £0	Year 4: £0	Year 5: £0
Total Requested: £79,500				

What 3 main differences or outcomes do you want to achieve through your funding proposal?

Improve people's mental wellbeing by providing access to our Community Link Worker (CLW) who can help clients from BAME backgrounds overcome barriers to participation and engagement in psychotherapy.
Develop and implement a robust fundraising strategy which will safeguard the financial viability of the charity as we move into 2019. The aim raise a target of £100,000 by enhancing existing and developing new sources of income from a sources which can sustain the charity and prevent a funding crisis.
Increase awareness of the need for culturally sensitive therapeutic counselling across Islington, Camden, Haringey and Enfield, through targeted outreach and relationship building. This will reduce the incidence of suicide and will ensure that some of London's most vulnerable people can access support tailored to their cultural and social needs.

What are the main activities or outputs you will deliver to achieve these differences?

The Community Link Worker (CLW) will support an average of 40-50 vulnerable clients each year. The CLW will support the clients to access information, agencies and services which can help them to address serious issues which may be preventing them from engaging fully with their therapy.
The Managing Director (MD) will work with external fundraising consultants to develop and implement a robust fundraising plan which looks at income generation from new and existing sources with the aim of generating unrestricted funding which will lessen Nafsiyat's reliance on statutory sector contracts.
The members of the team will attend five awareness raising opportunities per month. This will develop partnerships and influence the sector so that agencies offering counselling and support consider this model. Work to develop a stronger social media platform, which will increase awareness of the service.

You and your grant request

What, specifically, are you applying for (your project)?

We want to further develop the work funded through the Investing in Londoner's programme as this work is just realising its potential. In addition, we want to be transparent and proactive about the need for investment our core. We need to engage and influence the sector and to implement work which will help sustain our future.

Funding will allow us to continue to employ our Community Link Worker who works on a part-time basis, this work is having a transformational impact on the way in which we address the needs of vulnerable BAME people who are receiving therapy.

The funding will also enable the development of robust fundraising strategy, which, when implemented will enable us to face the future with confidence. Further, the funding will allow us to work with partners and the community to influence how the sector delivers counselling and therapy to people from BAME communities.

How will the project described achieve your stated outcomes?

The project will be managed by our Managing Director (MD) but different aspects will be delegated to different individuals within the charity who will take responsibility for ensuring delivery of the agreed outcomes.

Firstly, the CLW will have a responsibility to ensure that she continues to support the agreed volume of clients and the outcomes of the work with each will be recorded and shared.

The development of the fundraising strategy will be the responsibility of the MD, with input from the Trustee Board and external consultants. The target of £100,000 will be regularly reviewed to ensure that income pipeline is achieving its planned objectives.

In addition, the MD will lead on the outreach to inform and influence the sector will share his progress with the Board of Trustees and internally with key staff within Nafsiyat.

How do you know there's a need for this work?

The need is based on the outcomes from the current programme as well as evidence from a recent risk audit which highlighted the financial risk to the charity if a more proactive approach to fundraising is not implemented. We are aware of allied charities who have recently (or who are about to) close. We have then witnessed the impact on their vulnerable clients as well as the knock-on effect on sector partners such as ourselves.

The CLW still has an active caseload and in 2017 she supported over 40 clients. The client's needs were extremely complicated and without her intervention they would have struggled to complete or fully engage with their counselling/therapy.

The lack of culturally sensitive services in the area despite the demographic of the population clearly highlights the disparity and need and therefore we understand that we need to influence the sector as a whole to champion change.

How will the work be delivered - specifically, what will you do?

The work will be delivered in different parts, simply because it is a piecemeal programme.

Firstly, the CLW will provide direct support to clients who have either been, or self-identified as suffering from issues which prevent the counselling from being fully effective. The issues will range from person to person but as an example they could be related to: asylum, housing or legal status. The aim will be to support the client through advocacy and or signposting to agencies which can help them address the issue and therefore be better placed to get the most from their counselling.

The development and implementation of the fundraising strategy will be project based and the outcome each new income generation project. It is likely that the majority of this work will be locally focused. Similarly, the outreach will be delivered locally with the aim of influencing the local sector and effecting change.

Why are you the right organisation to do this work?

We have been supporting some of London's most diverse and isolated groups of people since our inception in 1983. Since then we have built a strong reputation for understanding the needs of our clients and questioning the current 'traditional' practice of counselling which is more commonly delivered across the UK. Such is the case that our work has featured in many local and national media including Channel 4 News. Further, our outcome measurement tool routinely finds the clients who engage with our service report significant improvements in their mental wellbeing. When you factor into account that the client group we support represent some of the most marginalised and isolated in London and in fact the UK then you can see the true impact of our work.

Further, as a charity we are a registered member of the UK Council for Psychotherapy, we therefore work to certain professional standards.

How does your work complement and not duplicate other services within your area?

Our work fills a gap in current counselling provision for people from BAME groups. There is strong evidence to show that within some BAME communities there is still a strong stigma attached with mental illness. These cultural issues are not routinely acknowledged in mainstream counselling provision and therefore vulnerable people from BAME communities face additional barriers to accessing support which prevents a parity of opportunity for participation in mental health services. Our work therefore complements that which is already provided by the NHS and other counselling agencies by delivering cultural understanding and striving to educate other providers about our model.

In addition, we are aware of cuts and closures to local allied services. We have witnessed the impact that this has on the local landscape and the impact to individuals on a personal basis, therefore much of this work is about preventing issues before they reach crisis.

How will you ensure that your project will hear and represent the views and needs of disadvantaged people and/or diverse communities?

Our Trustee Board is representative of the people that we support which means that clients have a direct access to those who hold power within our charity. In addition the majority of our workforce and volunteer team come from BAME community groups. This diverse workforce ensures that the needs of those who we work for can be easily understood as we acknowledge that for many of our clients they find it easier to talk to someone who shares their cultural identity. It is through this interaction that we can ensure that the work we are delivering is meeting the need.

How does your project engage and empower individuals and/or communities to come together on this issue? Will you be working with people who are particularly excluded?

One of the key elements of this programme is the development of outreach into the community to educate and inform others about our model of culturally sensitive counselling and therapeutic support. The aim is to engage community leaders who represent specific groups and ensure that they are clear about the referral pathways into the charity as well as to work with more traditional agencies to highlight the benefits and outcomes of our model. By reaching out to community leaders we will be encouraging them to find those within their community who may be suffering. We acknowledge that without building trust with the leaders then accessing those in need is difficult. This proactive approach to outreach will help us move into a more reactive phase in our development. Currently we have limited capacity to do this which means that those who come for help have usually reached a crisis point.

Is the focus of your project meeting an already identifiable need (acute or otherwise) or are there elements which are preventative and/or incorporate early action?

Yes, we are developing work which has already demonstrated impact. It is also about preventing issues from escalating, before they reach crisis.

The work of the CLW is to support the counselling to achieve better outcomes by recognising that a holistic approach to support is needed. .

The need to develop and implement a robust fundraising strategy is a key priority, born from a comprehensive risk analysis which looked at the current reserve and the overreliance on statutory sector contracts. The risk assessment also plotted the local landscape and identified allied organisations which were at risk of closure and those had recently been forced to close.

The need to more proactively outreach into the community to promote our culturally sensitive model has arisen from feedback from clients who cite difficulties and barriers to when accessing counselling or psychotherapy services.

Who might you need to work closely with in delivering this project - whether before, during or afterwards?

Adam please answer

Our aim as a funder is to help people move positively between any of the four stages of Surviving, Coping, Adapting and Thriving. For your project at which of these stages will most people begin their journey?

Our programme reaches people at different stages. In the main it is about coping with the situation in which they find themselves and giving them the tools to cope and recover. However, depending on their legal status and the reason why they came to the UK, for others it is also about adapting. Learning to adapt to a society in which some aspects of their old way of life are no longer relevant or accepted. Our work is to explore the feelings and responses to these changes in circumstances and give people the emotional resilience and in the case of the CLW, practical tools to cope better with the changes to lifestyle, status and family.

Our funding work and outreach is about ensuring viability of the service and understanding of the model so that people can continue to access the service into the future.

Will there be any elements of this project that will help you or your beneficiaries to reduce your environmental footprint?

In our work we tend to use a lot of paper. We have recently developed policy in relation to waste and the need to document everyone on paper. We are looking to move to better electronic systems so that data can be recorded either online or via protected documents to cut down on our paper waste. Clients who come to us have access to refreshments which generates waste we have recently implemented recycling signs so that clients can recycle food packaging and can utilise our food waste scheme.

Funding required for the project

What is the total cost of the proposed activity/project?

Expenditure heading	Year 1	Year 2	Year 3	Year 4	Year 5	Total
Outreach/fundraising	40,021	40,821	0	0	0	80,842
CLW	10,168	10,371	0	0	0	20,539
Rent	48,504	49,474	0	0	0	97,978
TOTAL:	98,693	100,666	0	0	0	199,360

What income has already been raised?

Source	Year 1	Year 2	Year 3	Year 4	Year 5	Total
	0	0	0	0	0	0
TOTAL:	0	0	0	0	0	0

What other funders are currently considering the proposal?

Source	Year 1	Year 2	Year 3	Year 4	Year 5	Total
Henry Smith	24,500	24,500	24,500	0	0	73,500
Lloyds	25,000	25,000	25,000	0	0	75,000
Awards for All	9,950	0	0	0	0	9,950
TOTAL:	59,450	49,500	49,500	0	0	158,450

How much is requested from the Trust?

Expenditure heading	Year 1	Year 2	Year 3	Year 4	Year 5	Total
Outreach/fundraising	17,776	18,131	0	0	0	35,907
CLW	10,168	10,372	0	0	0	20,540
Rent	11,413	11,641	0	0	0	23,054
TOTAL:	39,357	40,144	0	0	0	79,481

Who will benefit?

How many people will directly benefit from the grant per year? 320
In which Greater London borough(s) or areas of London will your beneficiaries live? Islington Camden Haringey Enfield
Does this project specifically target any groups or communities? Yes - please enter details below
This project will specifically work with the following age groups:
This project will specifically work with the following gender groups:
This project will specifically work with the following ethnic groups: Asian/ Asian British (including Indian; Pakistani; Bangladeshi; Chinese; Any other Asian background) Black/ African/ Caribbean/ Black British (including African; Caribbean; Any other Black/ African/ Caribbean background) Mixed / Multiple ethnic groups Refugees and asylum seekers Arab
If Other ethnic group, please give details:
This project will specifically work with Deaf and disabled people: No
This project will specifically work with LGBTQI groups: No

This project will specifically work with other groups or communities:

How will you target the groups/communities you have identified? What is your expertise in providing services for these groups?

The communities will be targeted based on demographic information, which is available through numerous local and national sources including the Office of National Statistics. Our charity has pioneered the approach and model of culturally appropriate therapy

Are there any groups or communities you think your organisation will find hard to include through this project?

Yes - please specify

If yes, please specify which groups or communities? Where possible using the categories listed above.

In some BAME communities there is still stigma associated with mental illness. Therefore, we will, through this funding, seek to develop our outreach into our target communities to engage better with community leaders who built respect and trust within the community to enable them to engage with those in need.

If yes, what steps will you take to make your services accessible to and meet the needs of the groups/communities you have identified?

We provide counselling and support in the first language spoken by the client if appropriate so that there are no barriers to communication and two-way understanding. The therapist also adheres to the cultural norms of the client to ensure inclusivity.

Declaration

I confirm that, to the best of my knowledge, all the information I have provided in this application form is correct. I fully understand that City Bridge Trust has zero tolerance towards fraud and will seek to prosecute and recover funds in every instance.

Please confirm: Yes Full Name: **Adam Weatherhead**

Role within **Managing Director**
Organisation:

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Bridging Divides: Application for a grant



About your organisation

Organisation Details

Name of your organisation: Prison Advice and Care Trust	
If your organisation is part of a larger organisation, what is its name? n/a	
In which London Borough is your organisation based? Southwark	
Contact person: Ms Bridget Moss	Position: Trust Fundraising Officer
Website: http://www.prisonadvice.org.uk	Social Media Accounts: Twitter and Facebook
What Quality Marks does your organisation currently hold? British Assessment Bureau - ISO27001 Approved Provider Standard - Mentoring and Befriending Services (NCVO) PQASSO Quality Mark	

Legal Status

Legal status of organisation: Registered Charity			
Charity Number: 219278	Company Number: 356443	CIC Number:	Bencom Number:
When was your organisation established? 13/05/1963			
Aims of your organisation: Pact supports prisoners and their families to make a fresh start and seeks to minimise the harm caused by Imprisonment to prisoners, families and communities. Through our roots in the Bourne Trust we have been carrying out this work for 120 years. Uniquely, our charity offers people support at every stage in their journey through the Criminal Justice System (CJS) from point of sentencing through to resettlement.			
Our goals are: ? To ensure that the children, their carers, and families of prisoners have access to appropriate advice, care and support to meet their needs; ? To facilitate opportunities for positive contact between prisoners and their families; ? To support families and people with convictions in the resettlement process; ? To respond to the needs of prisoners at risk of suicide and self-harm; ? To support the development of restorative justice and promote community			

Main activities of your organisation:

Pact runs services in 64 prisons across England and Wales and in the surrounding communities.

In particular we provide:

- ? Prison Visitors? Centres and visit support services for prisoners' families;
- ? Supervised play areas inside prisons for children visiting a parent or relative in prison;
- ? Prison-based Family Engagement Workers delivering one to one casework support for prisoners and their families;
- ? Court Volunteer Support;
- ? Relationship training courses for prisoners and their families;
- ? Community family Peer Support Groups and Befriending service;
- ? Through the Gate and community mentoring support;
- ? A national Prisoners' Families Helpline which offers free and impartial advice to

Your Staff & Volunteers

Full-time:	Part-time:	Trustee/Board members:	Active volunteers:
82	92	12	800
Do you have a Safeguarding policy? Yes			
Are the following people in your organisation subject to DBS checks?			
Paid Staff Yes	Volunteers Yes	Trustees / Management Committee Members Yes	

Property occupied by your organisation

Is the main property owned, leased or rented by your organisation?	If leased/rented, how long is the outstanding agreement?
Leased	Until 1st December 2019

Environmental Impact**What action have you taken in the past year to progress environmentally sustainability principles and practice?**

Pact aims to minimise its impact on the environment by nurturing a culture of concern and consideration through reducing waste production and encouraging the use of environmentally sound products, resources and suppliers.

We ensure that it is easy for all staff and visitors to recycle waste by having clearly labelled containers in our offices and regular reminders about recycling practice. Staff are incentivised to consider alternative forms of travel and communication through schemes such as Cycle to Work and using shared or public transport for meetings, training and events. All Pact people are encouraged to practice the 3 R's ? reduce, reuse and recycle.

Where possible, documents are stored electronically to reduce the amount of paper and printing. If hard copy is required, staff are encouraged to print in black and white and double-sized, using recycled paper and re-using, whenever possible, envelopes and packaging to give them second life.

Finance Details

Organisation Finances

	Year of most recent audited / examined accounts	Current financial year forecast	Next financial year budget
End of financial year date	31/03/2018	31/03/2019	31/03/2020
Grants & donations:	£1,306,000	£1,216,000	£354,000
Earned income:	£770,000	£5,976,000	£5,813,000
Other income:	£3,970,000	£1,000	£1,000
Total income:	6,046,000	£7,193,000	£6,168,000
Charitable activity costs:	£5,362,000	£6,844,000	£6,772,000
Cost of raising funds:	£106,000	£108,000	£110,000
Other costs:	£309,000	£0	£0
Total expenditure:	£5,777,000	£6,952,000	£6,882,000
Free unrestricted reserves held at year end:	£430,000	£410,000	£430,000
What is your organisation's reserves policy? We seek to maintain free reserves to cover areas it is difficult to find funding for, such as innovative research and service user participation, as well as to mitigate against the risk of lower income or higher costs than expected. Our aim is calculated as the equivalent to 3 months' core costs plus half a month of project and services costs.			
For your most recent financial year, what % of your income was from statutory sources? 61-70%			

Organisational changes

Describe any significant organisational changes to your structure, financial position or core activities since the date of your most recent accounts.

N/A

Grant Request

Which of the Trust's programmes and priority areas will your application deliver? Positive Transitions				
Which of the programme outcome(s) does your application aim to achieve? Positive Transitions/Vulnerable and disadvantaged Londoners are more resilient and empowered to make positive choices				
Please describe the purpose of your funding request in one sentence. To support London women prisoners and former prisoners to make positive transitions to successful resettlement.				
When will the funding be required? 01/04/2019				
Is this request to continue work that is currently funded or has been funded in the last year by: City Bridge Trust? Yes				
Another funder? (if so which) Please see Detailed Proposal for further information regarding continuation *				
How much funding are you requesting?				
Year 1: £41,044	Year 2: £48,671	Year 3: £41,996	Year 4: £0	Year 5: £0
Total Requested: £131,711				

What 3 main differences or outcomes do you want to achieve through your funding proposal?

Relationships between the woman ex-prisoner and her partner, child, wider family are restored or repared (and children have a more stable and better future).

Women are more confident in taking up education, training and employment opportunities and in accessing addiction/mental health services to address their needs.

More women ex-prisoners successfully resettle in communities across London.

What are the main activities or outputs you will deliver to achieve these differences?

Identify 48 (yr 1) and 60 (yrs 2 and 3) soon to be released women prisoners at HMP East Sutton Park, Downview and Bronzefield as needing support and carry out initial interviews with them - including assessment of needs, interview skills practice, referrals to Pact's Family Engagement Support service/other support.

Create person centred Action Plans with specific goals for 12 women (per annum) who will be offered more intensive support through ROTL placements with Pact, with input into the plans from the women, the mentor/work-coach, children and any carers to ensure successful outcomes against goals.

Support each participant, and family unit where applicable (pre-release and for up to 6 months post-release), via intensive daily support, to work through their Action Plan - achieving specific goals such as building better relationships; registering for benefits; addressing drug/alcohol issues; securing support for mental health issues; seeking education, training/employment.

How will the work be delivered - specifically, what will you do?

We will deliver an enhanced London Women's Resettlement Programme (LWRP), supporting 56 women per year, including intensive support through RoTL placements for 12 women. Since the closure of Holloway, we have worked hard to build strong links with East Sutton Park, Downview and Bronzefield ? the prisons where women from London are now imprisoned. Our Project Manager will provide in-reach into these prisons, promoting the service and matching prisoners with a mentor to support their resettlement journey. Action Plans will be drawn up with input/consent from all involved, setting weekly and monthly goals, beginning before release, continuing for up to 6 months afterwards. Pact will offer real life work experience in roles that offer good prospects for sustainable employment for prisoners, many of whom lack confidence and are not work/training ready. Each Pact central office team will offer at least one RoTL placement (including in Finance/ICT/Communications/Central Administration and Helpline teams).

Why are you the right organisation to do this work?

Pact has an unbroken record of supporting prisoners and their families since 1898 and uniquely provides support at every stage of the Criminal Justice System, from sentencing to release. Pact holds the contract to deliver family services in all prisons across the women's estate and has pioneered many projects to support women prisoners and their families (such as Kinship Care Service (Holloway) and Visiting Mum (Eastwood Park), cited by HM Chief Inspector of Prisons as a model of good practice. Dr Goldsmith's evaluation found that the LWRP was very effective in meeting its objectives and "provided vital assistance to women as they worked to rebuild their lives and repair their relationships with family and children"... "all of the service users who were interviewed for this evaluation felt that without the support they received it would have been more likely that they would have ended up back in the Criminal Justice System."

How does your work complement and not duplicate other services within your area?

We work in solidarity with WIP (Women in Prison) and Agenda, both of whom are calling for investment in alternatives to custody for low risk women, and for investment in women's centres. There is a dearth of resettlement support for women prisoners in London and, since the closure of Holloway, this has been felt even more acutely. The 2016 thematic review by the Probation Inspector (Dame Glenys Stacey) called on the Government to develop a strategic targeted approach for women leaving prison ? which they have singularly failed to deliver.

We hope that LWRP will be an exemplar project of how to bring together employability, personal and social development, accommodation and family support ? as a wholistic programme. The project is not duplicating any existing service but rather seeks to be a beacon in the CJS, multiplying the benefits of City Bridge funding many times over, through replication and mainstreaming.

You and your grant request

What, specifically, are you applying for (your project)?

We are grateful to the City Bridge Trust for its support for the 'London Women's Resettlement Project - A Positive Transition to Stability' which successfully supported 147 women prisoners to build a better life for themselves on release from prison. An independent evaluation by Dr Carlie Goldsmith of Cambridge University concluded that the "project exceeded their (participants') expectations." HMP Holloway, where the project was based, has now closed, but there remains a continuing need for the work, indeed if anything the need is greater. Women from London are now dispersed across HMP East Sutton Park, Downview and Bronzefield and the task of re-building their lives on return is made all the harder. We therefore propose a continuation of this work, delivering the same outcomes as the original project, but intensifying support through a comprehensive RoTL (Release on Temporary Licence) voluntary employment placement, coaching and mentoring programme, thereby supporting positive transitions.

How will the project described achieve your stated outcomes?

Through the project we will give women prisoners the best possible chance of rebuilding their lives and moving on from offending. We want to achieve more stable families and more stable communities where the women have a chance to:

- Repair relationships with partners, children and extended family;
- Seek help with mental health issues and/or addiction issues;
- Access benefits they are entitled to;
- Start training or education;
- Secure employment.

A prison sentence massively disrupts family life and puts great pressure on relationships between the prisoner and her partner/child/wider family. Prisoners' children are at much greater risk of mental ill-health, poor educational performance and inter-generational offending. Family finances can also be disrupted, together with housing and work prospects. By putting in place wholistic action plans for the women, and supporting them intensively over 6 months, we can begin to address these chronic issues, providing simple, achievable steps towards positive resettlement.

How do you know there's a need for this work?

The need for this work is immense: 48% of female prisoners are re-convicted within one year of release; 79% report having mental health issues; 52% enter prison with recent use of heroin/crack cocaine; 59% have a problem with alcohol; only one in four prisoners has a job on release; only 5% of children whose mother is imprisoned stay in the family home; 6 in 10 boys with a parent in prison go on to offend; the effects of maternal imprisonment on children "are often nothing short of catastrophic." (Baroness Corston)

"The closure of HMP Holloway has resulted in women being dispersed across the prison estate after conviction. Failure to secure support would leave a highly vulnerable population with a range of complex needs unable to effectively resettle in the community and would likely lead to increased recidivism and worse outcomes for women, their children and families (Dr C. Goldsmith).

How will you ensure that your project will hear and represent the views and needs of disadvantaged people and/or diverse communities?

User Voice - We involve people with direct experience of imprisonment across all of our services - this is basic to our approach. During the new phase of the project we will recruit two individuals who have been supported on RoTL placements with Pact and provide additional training in self-advocacy including public speaking and working with the media. This will involve a range of opportunities including delivering training for future Pact volunteers and staff, speaking at events, delivering talks and training to prison officers, police and other statutory agencies, attending meetings with officials, employers and others to inform policy and practice. This approach has been successfully piloted thanks to support from the Bromley Trust for an initiative with prisoners' family members. We will also engage with the New Futures Network, Prison Reform Trust, and via CLINKS, reach out to other agencies to build platforms for engagement and user-led representation..

How does your project engage and empower individuals and/or communities to come together on this issue? Will you be working with people who are particularly excluded?

Chronic rates of re-offending massively disrupt families, neighbourhoods and all those places where people come together. This project engages and empowers people to come together 'in community' to tackle the issues of crime, re-offending and inter-generational offending. It works with prisoners, former prisoners and their families, who remain one of the most neglected and stigmatised groups in our society. Community volunteers and prisoners/former prisoners work together to create virtuous cycles support as opposed to vicious circles of repeat offending. For example, a number of prisoners on RoTL now work with us as members of staff, sharing their learning and expertise skills acquired through Pact's training, with others affected by imprisonment including offering support to over 8,000 callers to Pact's Helpline in the past year, working in Pact's Central office functions, including HR and Finance, and providing helpful feedback on the development of our services, including this project.

Is the focus of your project meeting an already identifiable need (acute or otherwise) or are there elements which are preventative and/or incorporate early action?

The project meets an urgent, identifiable need, but one which is typically overlooked or ignored. From the initial pilot project we know that one of the things former prisoners find most challenging is bringing their skills up to date to be work ready. Time spent in prison can result in institutionalization and people becoming 'deskilled.' Women at East Sutton Park, for example, have typically served much longer sentences than at Holloway, where short sentences meant it was often hard to get to know the women properly. In the fast changing pace of today's workplace, women are returning to a London which looks very different to before and for which they are ill-equipped to cope, let alone thrive. By offering intensive work-coaching and real life work opportunities within Pact, we will be equipping women with the latest technological skills, training and experience of modern office practice to enable them to flourish.

Who might you need to work closely with in delivering this project - whether before, during or afterwards?

We will work closely with prisons, social services, police, probation, schools and other specialist agencies offering support around addiction/mental health and benefits. We are delighted to have secured the support of Working Transitions for this project (<https://www.workingtransitions.com/about>). Should the City Bridge Trust choose to support this proposal, Working Transitions will work with us to develop an employee volunteering programme for their career development coaches, with the aim of matching each of the prisoners placed with us with a careers coach, to provide free careers coaching, guidance and advice. London Housing Foundation is also lending its support to the project. The added benefit of running such a programme is that we could enable prisoners and ex-prisoners who have participated to self-advocate to officials and Ministers, regarding improvements to RoTL. We will also commission an independent evaluation by a suitable academic partner specifically focusing on the RoTL aspect of the work.

Our aim as a funder is to help people move positively between any of the four stages of Surviving, Coping, Adapting and Thriving. For your project at which of these stages will most people begin their journey?

For most prisoners/former prisoners 'surviving' and 'coping', are the only life they know, caught in damaging cycles of poverty, repeat offending, addiction, low motivation and self-esteem, with no expectation that things can ever change.

As, however, the independent evaluation by Dr Goldsmith reveals, participation in the project can enable women to address issues and take up opportunities which enable them to thrive, moving from:

"Coming out of prison and not having anybody that's there to support you, and suffering from depression as well, I {felt} kind of isolated, especially the amount of time I was in prison for, things have changed during those times as well, I don't know where to go ...you just get brushed off."

To -

"It gives you an oomph, that you can continue, that you can move on because somebody is actually believing in you, so you end up believing in yourself as well".... "

Will there be any elements of this project that will help you or your beneficiaries to reduce your environmental footprint?

As with all of Pact's projects, we will minimise our impact on the environment by nurturing a culture of concern and consideration through reducing waste production and encouraging the use of environmentally sound products, resources and suppliers, as far as is possible.

Project staff and beneficiaries will be incentivised to consider alternative forms of travel and communication through schemes such as 'Cycle to Work' and using shared or public transport for meetings, training and events. We will use Skype conference calling to reduce the necessity of travel for meetings. Where possible, project documents will be stored electronically to reduce the amount of paper and printing. If hard copy is required, staff are encouraged to print in black and white and double-sized, using recycled paper and re-using, whenever possible, envelopes and packages. We will encourage staff and beneficiaries to come up with new ideas to help Pact reduce our environmental footprint.

Funding required for the project

What is the total cost of the proposed activity/project?

Expenditure heading	Year 1	Year 2	Year 3	Year 4	Year 5	Total
Staffing Costs - including Resettlement Worker, Work Coach, oversight by Head of Service Delivery & Development.	54,031	55,112	56,214	0	0	165,357
Project Costs - Recruitment, IT Hardware, IT support costs, staff welfare and training, travel & subsistence, volunteer costs, mobile phones, welfare fund - participants, security clearance.	17,352	16,312	16,639	0	0	50,303
Evaluation	0	15,000	0	0	0	15,000
Management Charges	10,707	10,922	11,140	0	0	32,769
TOTAL:	82,090	97,346	83,993	0	0	263,429

What income has already been raised?

Source	Year 1	Year 2	Year 3	Year 4	Year 5	Total
London Housing Foundation	41,046	48,545	0	0	0	89,591
TOTAL:	89,591	0	0	0	0	89,591

What other funders are currently considering the proposal?

Source	Year 1	Year 2	Year 3	Year 4	Year 5	Total
TOTAL:	0	0	0	0	0	0

How much is requested from the Trust?

Expenditure heading	Year 1	Year 2	Year 3	Year 4	Year 5	Total
Staffing Costs - Including Resettlement Worker, Work Coach, oversight by Head of Service Delivery & Development.	27,015	27,555	28,107	0	0	82,677
Project Costs - Recruitment, IT Hardware, IT support costs, staff welfare and training, travel & subsistence, volunteer costs, mobile phones, welfare fund - participants, security clearance.	8,676	8,156	8,319	0	0	25,151
Evaluation	0	7,500	0	0	0	7,500
Management Charges	5,353	5,460	5,570	0	0	16,383
TOTAL:	41,044	48,671	41,996	0	0	131,711

Who will benefit?

How many people will directly benefit from the grant per year?

56

In which Greater London borough(s) or areas of London will your beneficiaries live?

London-wide

Does this project specifically target any groups or communities?

Yes - please enter details below

This project will specifically work with the following age groups:

16-24/25-44/45-64/65-74/75 and over

This project will specifically work with the following gender groups:

Female

This project will specifically work with the following ethnic groups:

Mixed / Multiple ethnic groups

If Other ethnic group, please give details:

This project will specifically work with Deaf and disabled people:

No

This project will specifically work with LGBTQI groups:

No

<p>This project will specifically work with other groups or communities: Prisoners and former prisoners</p>
<p>How will you target the groups/communities you have identified? What is your expertise in providing services for these groups? We will target prisoners in the prisons where Pact already works. We have long expertise in supporting women prisoners and their families; the first people we supported in 1898 were a woman prison and child. Today, we run services in over 60 prisons.</p>
<p>Are there any groups or communities you think your organisation will find hard to include through this project? No</p>
<p>If yes, please specify which groups or communities? Where possible using the categories listed above.</p>
<p>If yes, what steps will you take to make your services accessible to and meet the needs of the groups/communities you have identified?</p>

Declaration

I confirm that, to the best of my knowledge, all the information I have provided in this application form is correct. I fully understand that City Bridge Trust has zero tolerance towards fraud and will seek to prosecute and recover funds in every instance.

Please confirm: Yes Full Name: **Bridget Frances Moss**

Role within **Trust Fundraising Officer**
 Organisation:

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The City Bridge Trust

Bridging Divides: Application for a grant



About your organisation

Organisation Details

Name of your organisation:

Shpresa Programme

If your organisation is part of a larger organisation, what is its name?

N/a

In which London Borough is your organisation based?

Newham

Contact person:

Mrs Luljeta Nuzi

Position:

Project Director

Website:

<http://shpresaprogramme.com/index.html>

Social Media Accounts:

<http://www.facebook.com/shpresa.programme>

What Quality Marks does your organisation currently hold?

PQASSO Level 2

Special Distinction Award from the National Resource Centre for Supplementary Education (NRCSE)

Gold Level, London Youth Quality Mark

Legal Status

Legal status of organisation: **Registered Charity**

Charity Number:

1110688

Company Number:

4692860

CIC Number:

Bencom Number:

When was your organisation established? **02/06/2002**

Aims of your organisation:

Shpresa Programme is a user-led organisation whose mission is to promote the participation and contribution of the Albanian-speaking community (ASC) in the UK, enabling them to play a positive and active role in the communities in which they now live. We support Albanian speaking refugees, asylum seekers and migrants. We have developed a model to support our community which is user-led and based on working in partnership with other providers. We take responsibility for sharing our learning with other community groups.

Shpresa's strategic objectives are:

? To maintain our cultural identity and to improve the confidence, health and well-being of the ASC;

? To improve access to training and employment for members of the ASC;

? To change attitudes within and about the ASC;

Main activities of your organisation:

- i. The Women's Support Project tackles depression, isolation and social/economic exclusion via diverse services/workshops, supporting women's integration and well-being.
- ii. The Volunteering Project promotes volunteering, training and access to employment amongst the Albanian speaking community (ASC).
- iii. The Unaccompanied Asylum-seeking Children's project provides support, signposting and advocacy 180+ very vulnerable children and young people (CYP).
- iv. The Campaigning Project engages skills and builds the confidence of the ASC and of other refugee/migrant communities, by working together to address issues of importance to our communities.
- v. The Albanian Supplementary School's project provides 300+ CYP with Albanian language and dance classes, enhancing their educational attainment, while promoting active and engaged citizenship.
- vi. The CYP's service develops confidence and self esteem via sports, drama and dance.
- vii. The Empower Women's project raises awareness of, and protects women and girls from,

Your Staff & Volunteers

Full-time:	Part-time:	Trustee/Board members:	Active volunteers:
3	6	9	45
Do you have a Safeguarding policy? Yes			
Are the following people in your organisation subject to DBS checks?			
Paid Staff Yes	Volunteers Yes	Trustees / Management Committee Members Yes	

Property occupied by your organisation

Is the main property owned, leased or rented by your organisation?	If leased/rented, how long is the outstanding agreement?
Owned	10 years

Environmental Impact**What action have you taken in the past year to progress environmentally sustainability principles and practice?**

Recycling is now one of our workshops in all our support groups and volunteer training sessions for women and children.

In the last year we have increased the environmental measures in places across the organisation:

- when entering in contract we chose, where possible, local providers reducing our carbon footprint via shorter journeys
- we no longer use any plastic crockery/cutlery and, as a consequence, our rubbish has reduced from two waste bins to one in the past year
- we recycle all our paper
- we have a notice by the kettles encouraging users to only fill the kettle with as much water as is needed
- we use lower energy light bulbs
- our building has three floors and we have now got a heating system so the temperature can be separately set on each floor.

Finance Details

Organisation Finances

	Year of most recent audited / examined accounts	Current financial year forecast	Next financial year budget
End of financial year date	31/03/2017	31/03/2019	31/03/2020
Grants & donations:	£373,445	£241,181	£363,613
Earned income:	£28,944	£26,200	£26,200
Other income:	£19,904	£13,450	£13,450
Total income:	422,293	£280,831	£403,263
Charitable activity costs:	£300,450	£381,002	£412,680
Cost of raising funds:	£0	£0	£0
Other costs:	£0	£0	£0
Total expenditure:	£300,450	£381,002	£412,860
Free unrestricted reserves held at year end:	£109,045	£126,786	£117,369
What is your organisation's reserves policy? Our reserves policy commits us to having or working towards having between 3 and 6 months running costs as free reserves at any one time to protect services and staff.			
For your most recent financial year, what % of your income was from statutory sources? 1-10%			

Organisational changes

Describe any significant organisational changes to your structure, financial position or core activities since the date of your most recent accounts.

On the 01/04/2018 we are bringing forward £92,410 of restricted funds. In 2019/20 there is a new project funded by the Mayors Fund for a youth volunteer coordinator. We also have new funding for 2019/20 from Lloyds Foundation for a Youth Transition worker and grant from Paul Hamlyn for a youth advocate.

Grant Request

Which of the Trust's programmes and priority areas will your application deliver? Positive Transitions/Migrants & refugees				
Which of the programme outcome(s) does your application aim to achieve?				
Please describe the purpose of your funding request in one sentence. To provide accessible English language classes to vulnerable women within the Albanian speaking community who would not be able to access classes otherwise as they require creche facilities and support.				
When will the funding be required? 04/03/2019				
Is this request to continue work that is currently funded or has been funded in the last year by: City Bridge Trust? Another funder? (if so which) Yes				
How much funding are you requesting?				
Year 1: £25,723	Year 2: £26,238	Year 3: £0	Year 4: £0	Year 5: £0
Total Requested: £51,961				

What 3 main differences or outcomes do you want to achieve through your funding proposal?

80 women from refugee and migrant communities who are vulnerable due to trafficking, domestic abuse, depression, isolation or social / economic exclusion will have increased social networks, reduced isolation and

80 women from refugee and migrant communities who are vulnerable due to trafficking, domestic abuse, depression, isolation or social / economic exclusion will have improved levels of English speaking, listening, reading, writing and comprehension. 100 % will achieve pre entry level and 75% will achieve entry level 1.

20 women who have gained a level 1 qualification will, by the end of the project, be in employment with support from Shpresa . A further 20 women will be on to an accredited training programme. Another 20 will be volunteering either with support at Shpresa or at another NGO.

What are the main activities or outputs you will deliver to achieve these differences?

80 women access regular English classes (40 women a year for 2 years) where there will be support from a trained English teacher and 6 trained and supported volunteers, to ensure the sessions are accessible to all. The English classes will include information sessions from outside agencies and signposting.

160 ESOL classes for vulnerable women from refugee/migrant communities per annum (weekly classes, 40 weeks per year over 2 years in 4 separate venues)

160 creche sessions for children of women attending the classes per annum (weekly sessions for 40 weeks per year over 2 years in 4 venues).

80 women (40 a year over 2 years) will be assessed by one of Shpresa's trained staff or volunteers and signposted to other Shpresa services, which, once the women have acquired sufficient English language skills will support them into employment, training or volunteering depending on their skills and their vulnerability.

You and your grant request

What, specifically, are you applying for (your project)?

We are applying for:

- A member of staff, 3 x days per week to deliver the project, identify women needing this class, refer them and support access to the service, assist them/their children in settling into the class/creche and assess them for internal referral for support from Shpresa in gaining employment, training, volunteering and other services (e.g. the Empower Women project) as well as teaching them English.
- A sessional worker to co-ordinate the English speaking creche which will be delivered by Shpresa volunteers who are trained, DBS checked and who have at least a level 2 in English
- Expenses for 1 volunteer a week to support vulnerable women to access the classes
- One trip a term to increase women's confidence, practice their language skills and provide them/their children access to cultural/leisure activities
- 3 x days Independent evaluation per annum.

How will the project described achieve your stated outcomes?

Shpresa has learnt, over many years working with/for vulnerable women, that acquisition of English is critical for women's safety and to enable them to play an active role in their communities. However, many vulnerable women face huge barriers to accessing/benefiting from English classes. These women need:

- Creche facilities as they are isolated and living in poverty without extended families to care for children or money to pay for childcare
- Women-only classes, not just for trafficked women/those fleeing violence, but for all those raised in a culture where mixed-sex classes are unheard of
- Teaching at pre-entry/entry level 1 for women who do not have literacy skills in their own language and who would be too ashamed to attend more advanced groups.

Shpresa is committed to integration of men/women and new migrant communities/host communities but to make that possible, women first need safe-spaces to learn.

How do you know there's a need for this work?

There is always a greater demand for English classes at Shpresa than there is the capacity to meet this demand but women are too ashamed, anxious or simply unable to access classes provided by other agencies. We start where women are at: providing women-only classes, at pre-entry/entry level 1 with creche facilities but we do not stop there. While women attend our classes, we provide them with the information and support to move on to access employment, training and volunteering opportunities. Women make huge shifts in their knowledge, skill and attitudes: some women are now key volunteers or working within mainstream agencies (we are particularly successful at supporting women into work as teaching assistants). Yet these same women, when they first approached Shpresa, were unable to access a mixed English classes. We know there is a need for this project as we have seen the difference it can make.

How will the work be delivered - specifically, what will you do?

We will assess women when they are first referred to Shpresa, identifying those vulnerable for whatever reason (trafficking, domestic abuse, mental health, isolation, poverty) and enable them to access this project. We will ensure access by having volunteers able to offer women one-to-one support when they first attend classes and by employing creche workers able to offer shy/vulnerable children not used to accessing services, a safe, welcoming and stimulating service. We will offer this service in 4 locations to ensure access as these women will have neither the confidence nor income to travel far from where they live. We will employ an English teacher with expertise in teaching vulnerable women with limited confidence and poor literacy skills in their own language. We will assess all the women as their English improves and support them in accessing other services to promote their integration into employment, training and volunteering opportunities.

Why are you the right organisation to do this work?

Shpresa is the largest refugee community group working with the Albanian speaking community in London. We have over 16 years' experience of providing services to vulnerable women, including survivors of trafficking and domestic violence. We have had funding from City Bridge to deliver these classes and we learnt:

- the importance of providing pre-entry level sessions to engage women in a setting they are unfamiliar with, developing their confidence and sense of their own abilities and helping them feel comfortable in the learning environment, with skilled volunteers able to provide one-to-one support for women at the outset
- the critical need to provide creche facilities with all classes
- the need to provide classes where women live
- the importance of women-only provision.

We will build on what we have learnt and ensure we provide this service to more women in urgent need to this support.

How does your work complement and not duplicate other services within your area?

There are no other services targeting vulnerable Albanian speaking women via the provision of accessible English classes. The ESOL classes that do exist in the areas where we intend to provide these services (Newham, Southgate, Croydon and Wembley) are not accessible to the women we work with:

- they are not women only
- they are not set up for women with limited or no literacy skills in their own language
- they do not have skilled and trained volunteers able to sit with women and help them acclimatise to the formal learning environment, developing their confidence and allaying their fears
- few have creche facilities
- the classes are not taught by Albanian speakers
- the classes stand alone, not embedded within a holistic service able to then support and signpost women to employment, training and volunteering opportunities as appropriate.

How will you ensure that your project will hear and represent the views and needs of disadvantaged people and/or diverse communities?

Shpresa works with, not for people, encouraging users to develop their knowledge, skills and confidence to become active citizens and active members of Shpresa. All staff and volunteers are former/current refugees, asylum seekers and migrants from Albanian speaking communities. Users are involved in planning, managing and delivering all our service: the volunteer helping to deliver this project are all former service users. We formally consult users via:

- Our annual Listening Campaigns?open to all users and facilitated so we capture everyone's views;
- The annual Children's Congress?for consulting children/young people,
- Project consultation events held at least annually for each project.

We write up our findings from all the consultation events and they then inform the strategic plan which is the map for our service provision. We firmly believe in the potential for all our service users to take part in running our services and we make this a reality.

How does your project engage and empower individuals and/or communities to come together on this issue? Will you be working with people who are particularly excluded?

This project has been developed specifically to meet the needs of vulnerable women unable to access mainstream ESOL classes. In the last year Shpresa worked with:

- 100+ women living with/fleeing domestic violence/abuse
- 50+ women who had been trafficked to the UK or within Albania/other European countries
- 40+ women with mental health difficulties
- 200+ women with young children.

We know that these women cannot access mainstream ESOL provision. We also know how critically these women need accessible English classes as the acquisition of English:

- increases their confidence/self-esteem
- is protective as they are less isolated/better able to ask for help
- is better for their children as they can support them in their education
- enables them to access employment, training and volunteering opportunities increasing their independence and integration e.g. last year 18 women accessing this service passed their Teaching Assistants level 1 and 2.

Is the focus of your project meeting an already identifiable need (acute or otherwise) or are there elements which are preventative and/or incorporate early action?

The need for ESOL classes for these women is an identifiable need. Our approach to delivering these classes is preventative and incorporates early intervention. In our experience, confirmed by research (<https://www.womensaid.org.uk/Information-support/what-is-domestic-abuse/the-nature-and-impact-of-domestic-abuse/>) the impact of violence/abuse is long-lasting, affecting women's mental/emotional/physical/social and financial well-being. By providing English classes as part of a holistic service which supports women into employment, training and volunteering, Shpresa helps women to avoid social isolation and entrenched poverty. Shpresa's founding ethos is that women can come together and tackle the issues most affecting their well-being for themselves, their families and communities. We believe that the women we work with are less vulnerable to long-term mental health problems as they are part of a project which sees them not as victims but as part of the solution. We are not minimising the impact of all women have experienced but in coming together women are stronger and less vulnerable.

Who might you need to work closely with in delivering this project - whether before, during or afterwards?

We will work closely with:

- our volunteers, all former service users, many of whom will have been in the position these women are in now, who are experts by experience, who will model survival and who are critical to the success of this project as they can support women as peers with lived experience
- Hestia, the Human Trafficking Foundation, Migrant Help and Hibiscus - specialist services for trafficked women who can offer intensive practical and emotional support to the trafficked women we are working with
- Solace Women's Aid and IKWRO, specialist providers of support to women fleeing violence, including honour-based violence, who can provide practical and emotional support to those fleeing violence/abuse
- The Women's Therapy Centre, providers of psychological support to women with mental health problems, who are able to offer mother-tongue therapy to women experiencing depression, anxiety, suicidal ideation and other mental health issues.

Our aim as a funder is to help people move positively between any of the four stages of Surviving, Coping, Adapting and Thriving. For your project at which of these stages will most people begin their journey?

Most women at the point of referral will be at the surviving stage. When referred to Shpresa many will not have physical safety. The majority will be terrified of their future, without legal representation to secure achieve durable solutions/international protection. Without any support, they will feel very alone. Accessing Shpresa's services, they will quickly move to coping as we provide a holistic assessment of their needs and refer them to our services and specialist providers to address these needs for: safe accommodation, legal representation, counselling/therapy, a GP, peer-support and advice regarding their children's health/well-being. As women learn English and access services they will begin to adapt. It can take years, not months and is subject to their immigration status, but we know women can thrive. Volunteers running many of our services are former 'victims', now thriving, many working as teaching assistants/in other charities while volunteering with Shpresa to 'give back'.

Will there be any elements of this project that will help you or your beneficiaries to reduce your environmental footprint?

By providing 4 sessions in 4 different localities, we will be reducing use of transport. We also cover environmental issues and recycling in our lessons as we believe this is an important part of learning about life in the UK. As a staff team across the agency (so not specific to this project) we are continually seeking to reduce our carbon footprint and at present we are working towards becoming a paperless office.

Funding required for the project

What is the total cost of the proposed activity/project?

Expenditure heading	Year 1	Year 2	Year 3	Year 4	Year 5	Total
Staffing costs - development worker	16,413	16,742	0	0	0	33,155
Training/ conferences/ travel	500	510	0	0	0	1,010
Sessional staff member to co-ordinate creche	3,240	3,305	0	0	0	6,545
Management costs - Project Director	1,200	1,224	0	0	0	2,424
Project costs - resources & activities	1,200	1,224	0	0	0	2,424
Management costs	4,688	4,829	4,974			14,491
Volunteers	420	428	0	0	0	848
Evaluation	750	765	0	0	0	1,515
Contribution towards overheads	1,881	1,918	1,989			5,788
Contribution to overheads	2,000	2,040	0	0	0	4,040
TOTAL:	25,723	26,238	0	0	0	51,961

What income has already been raised?

Source	Year 1	Year 2	Year 3	Year 4	Year 5	Total
TOTAL:	0	0	0	0	0	0

What other funders are currently considering the proposal?

Source	Year 1	Year 2	Year 3	Year 4	Year 5	Total
TOTAL:	0	0	0	0	0	0

How much is requested from the Trust?

Expenditure heading	Year 1	Year 2	Year 3	Year 4	Year 5	Total
Staffing costs - development worker	16,413	16,742	0	0	0	33,155
Training/ conferences/ travel	500	510	0	0	0	1,010
Sessional staff member to co-ordinate creche	3,240	3,305	0	0	0	6,545
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Project costs - resources & activities	1,200	1,224	0	0	0	2,424
Volunteers	420	428	0	0	0	848
Evaluation	750	765	0	0	0	1,515
Contribution to overheads	2,000	2,040	0	0	0	4,040
TOTAL:	25,723	26,238	0	0	0	51,961

Who will benefit?

How many people will directly benefit from the grant per year?

40

In which Greater London borough(s) or areas of London will your beneficiaries live?

Newham

Enfield

Croydon

Brent

Does this project specifically target any groups or communities?

Yes - please enter details below

This project will specifically work with the following age groups:

0-15/16-24/25-44/45-64/65-74

This project will specifically work with the following gender groups:

Female

This project will specifically work with the following ethnic groups:

Refugees and asylum seekers

Other ethnic group

If Other ethnic group, please give details:

Albanian speaking

This project will specifically work with Deaf and disabled people:

No

This project will specifically work with LGBTQI groups:

No

This project will specifically work with other groups or communities:

How will you target the groups/communities you have identified? What is your expertise in providing services for these groups?

We have 16 year's experience of working with vulnerable Albanian speaking women. We have dedicated services for women fleeing violence/abuse and trafficked women.

Are there any groups or communities you think your organisation will find hard to include through this project?

Yes - please specify

If yes, please specify which groups or communities? Where possible using the categories listed above.

The Roma community In Albania, the Jevg, have historically been discriminated across all Albanian speaking communities. However, we have worked hard to develop our whole community's understanding of anti-discriminatory, inclusive service provision and we have created a space members of the Jevg community can access. But we are not complacent.

If yes, what steps will you take to make your services accessible to and meet the needs of the groups/communities you have identified?

We cover discrimination and diversity in all our projects. We are very explicit that our service is provided by and for ALL members of our community including those from the Jevg community, LGBT users and those with disabilities.

Declaration

I confirm that, to the best of my knowledge, all the information I have provided in this application form is correct. I fully understand that City Bridge Trust has zero tolerance towards fraud and will seek to prosecute and recover funds in every instance.

Please confirm: Yes Full Name: **Luljeta Nuzi**

Role within **Project Director**
Organisation:

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The City Bridge Trust

Bridging Divides: Application for a grant



About your organisation

Organisation Details

Name of your organisation: St Clement and St James Community Development Project	
If your organisation is part of a larger organisation, what is its name?	
In which London Borough is your organisation based? Kensington & Chelsea	
Contact person: Ms Flona Naismith	Position: Fundraising Manager
Website: http://www.clementjames.org	Social Media Accounts:
What Quality Marks does your organisation currently hold? Matrix Advice & Guidance quality standard and our Adult Learning programme is assessed by Ofsted (through RBKC). QISS (Quality in Study Support) Accredited and Mentoring and Befriending Foundation Accreditation.	

Legal Status

Legal status of organisation: Registered Charity			
Charity Number: 1009253	Company Number:	CIC Number:	Bencom Number:
When was your organisation established? 05/01/1982			
Aims of your organisation: We are a grass-roots community project providing a range of direct services to local people. Our objectives are: -To advance the education of local people -To relieve poverty among local people -To provide and assist in the provision of facilities for the recreation and social welfare of local people in need -To promote community cohesion through a varied menu of pastoral and academic activities Within these objectives, our principal priorities are the advancement of education and the relief of poverty. We aim to achieve these objectives through the provision of carefully-researched, high quality and innovative services sustained over the long-term.			

Main activities of your organisation:

The ClementJames Centre is an award-winning charity that empowers the community to release its potential through education, employment and wellbeing support in one of London's most deprived areas. We do this through four key programmes:

- ? Employment Support - Helping people to gain meaningful and sustainable employment. We offer tailored advice and support, mentoring and work skills activities.
- ? Young People's Education - Helping young people to learn, flourish and achieve their potential. We provide academic support, mentoring, intensive literacy and numeracy support and aspirational activities.
- ? Adult Learning - Supporting adults to improve their English, Maths and ICT skills. We offer a wide range of accredited Functional Skills courses and intensive literacy and numeracy support.
- ? Wellbeing & Support - Empowering people to overcome barriers and challenges and to engage with their own wellbeing. We do this through the provision of Information, Advice

Your Staff & Volunteers

Full-time:	Part-time:	Trustee/Board members:	Active volunteers:
27	6	10	100
Do you have a Safeguarding policy? Yes			
Are the following people in your organisation subject to DBS checks?			
Paid Staff Yes	Volunteers Yes	Trustees / Management Committee Members Yes	

Property occupied by your organisation

Is the main property owned, leased or rented by your organisation?	If leased/rented, how long is the outstanding agreement?
Leased	25

Environmental Impact**What action have you taken in the past year to progress environmentally sustainability principles and practice?**

We have recycling bins in all our public spaces and all our staff offices. All staff have been trained on how to recycle effectively and what can and can't be recycled. We have recently made refurbishments to some areas of our site and have installed motion sensors light switches where possible.

Finance Details

Organisation Finances

	Year of most recent audited / examined accounts	Current financial year forecast	Next financial year budget
End of financial year date	31/08/2018	31/08/2019	
Grants & donations:	£1,020,620	£1,028,562	£0
Earned income:	£16,687	£0	£0
Other income:	£246	£11,200	£0
Total income:	1,037,553	£1,039,762	£0
Charitable activity costs:	£927,181	£1,002,794	£0
Cost of raising funds:	£36,244	£36,968	£0
Other costs:	£0	£0	£0
Total expenditure:	£963,425	£1,039,762	£0
Free unrestricted reserves held at year end:	£517,591	£517,591	£517,591

What is your organisation's reserves policy?

The trustees have reviewed the charity's need for reserves, particularly in the current financial climate, and consider that it is appropriate to seek to set aside free reserves to cover up to six months' running costs. The purpose of the charity's free reserves is to provide the charity with the means to counter possible risks to continued operation in the event of a lack of funding in the short term or meet unexpected opportunities which cannot be funded out of normal operating income.

In addition to providing the financial security necessary for the continued growth of the charity.

For your most recent financial year, what % of your income was from statutory sources?
11-20%

Organisational changes

Describe any significant organisational changes to your structure, financial position or core activities since the date of your most recent accounts.

N/A

Grant Request

Which of the Trust's programmes and priority areas will your application deliver? Positive Transitions/Migrants & refugees				
Which of the programme outcome(s) does your application aim to achieve?				
Please describe the purpose of your funding request in one sentence. To part fund our Adult Learning Programme providing ESOL, basic skills, and advice and guidance to local, disadvantaged adults with English as a second language.				
When will the funding be required? 03/06/2019				
Is this request to continue work that is currently funded or has been funded in the last year by:				
City Bridge Trust?		Another funder? (if so which)		
Yes				
How much funding are you requesting?				
Year 1:	Year 2:	Year 3:	Year 4:	Year 5:
£46,968	£48,142	£0	£0	£0
Total Requested: £95,110				

What 3 main differences or outcomes do you want to achieve through your funding proposal?

96 people will achieve ESOL accreditation, improving English language skills, and their confidence in accessing the wider community and services. 70 will receive extra support, or Information, Advice and Guidance, allowing them to overcome language barriers, and use the wider services on offer.
93% of learners will meet individual learning targets, Improving English language skills, Improving confidence, and become more able to access the wider community and services.
At least 90% will move onto a higher level language course, or training (at ClementJames or elsewhere), or progress into employment.

What are the main activities or outputs you will deliver to achieve these differences?

9 x non-accredited daytime & evening ESOL courses from beginners to Level 2. A range of activities will be offered, to raise confidence, embed employability skills, and set achievable targets. Delivered by trained staff at our centre.
11 x EdExcel Accredited English daytime and evening courses, from Entry 1 to Level 2. A range of activities will be offered, to raise confidence, embed employability skills, and set achievable targets. Delivered by trained staff at our centre.

You and your grant request

What, specifically, are you applying for (your project)?

We're applying to The City Bridge Trust for funding towards our Adult Learning Programme for disadvantaged learners. Year on year we consistently meet our Adult Learning targets, both in terms of numbers of students enrolled and the outcomes achieved for each course. Over the past three years, 96% of students achieved their learning outcomes. The number of courses that we have delivered has steadily increased over the years as the organisation has grown to meet the demand in the local community. We make sure to deliver courses at all levels, reaching the many underrepresented learners locally who have been out of learning for a long-time or have no previous experience of formal learning. This included courses specifically for the large domestic worker community in North Kensington.

How will the project described achieve your stated outcomes?

ClementJames has a strong record of attracting a diverse range of hard-to-reach learners and achieving excellent results ? year on year an average of 90% of our adult learners pass their exams and achieve their accreditation. Students are thoroughly assessed to ensure that they are placed appropriately, and each has an individual learning plan. The Adult Learning team meet regularly to ensure paperwork is up-to-date, that students are on track to achieve their targets and set best practice. The Adult learning team produces a Self-Assessment Report, reflecting on the previous year's achievements and setting targets for the year ahead. Senior managers, peer tutors, external providers and Ofsted regularly observe classes. Last year, all tutors received outstanding or good in their Ofsted observations.

How do you know there's a need for this work?

The ClementJames Centre is located in the North of Kensington and Chelsea, one of London's most polarised boroughs. 76% of residents of the Notting Dale Ward, where the ClementJames Centre is located, suffer from at least one form of deprivation, such as inadequate or overcrowded housing, poor health, social isolation and low-income. Tragically, such disadvantage contributes towards the shocking 16-year difference in life expectancy between the north and the south of the borough. Furthermore, in North Kensington, there are over 1,800 households where no occupant speaks English as their main language, and over 1,400 residents speak very little to no English. Due to limited English language skills, many local adults are struggling to interact with their community, their children's school, or the doctor, and feel isolated or dependent on others.

How will the work be delivered - specifically, what will you do?

We will provide a range of adult learning provision per week, including:

9 x non-accredited daytime & evening ESOL courses from beginners to Level 2. A range of activities will be offered, to raise confidence, embed employability skills, and set achievable targets. Delivered by trained staff at our centre

11 x EdExcel Accredited English daytime and evening courses, from Entry 1 to Level 2. A range of activities will be offered, to raise confidence, embed employability skills, and set achievable targets. Delivered by trained staff at our centre

Why are you the right organisation to do this work?

The ClementJames Centre is an award-winning charity that empowers the community to release its potential through education, employment and wellbeing support in one of London's most deprived areas. We achieve this through four key programmes: Employment Support, Young People's Education, Adult Learning and Wellbeing & Support. Our four programmes work together holistically to ensure that local people have the best opportunity to achieve their potential.

We take into account clients' long-term aspirations. Some of our students, especially from difficult situations, require the individualised pastoral support we provide to increase their confidence and aspiration. Our classes have a high staff to student ratio, allowing individual attention and well-tailored provision. Our range of high-quality English classes with embedded I.T. and numeracy improve opportunities to enter further education or paid work. The majority of our courses are accredited and students can progress through different levels or to our Employment Programme.

How does your work complement and not duplicate other services within your area?

There are many language providers locally; however, they predominantly offer classes at high levels. Furthermore, local colleges assume a basic level of English and do not offer Pre-Entry English courses. Our English Language programme has been designed to fill the gap and support some of the 1400 local people with little to no English. In addition, many of the people we support have never been in a formal education environment, or have had difficult experiences in education, as one of our users said: 'academically I used to find it hard to concentrate because when I was younger bombs often used to drop on the school and being in classes reminded me of this'. As a result, many of the local education centres can be an intimidating and frightening place for local people. We offer both accredited and non-accredited courses at a range of levels in a non-threatening, appealing community setting.

How will you ensure that your project will hear and represent the views and needs of disadvantaged people and/or diverse communities?

Learners are invited to cross-borough student voice opportunities and our student forum has been instrumental in advising on the content of courses, learning materials and site development. In addition, we have developed a comprehensive monitoring process to track students' progress and evaluate the impact of the programme. All students complete baseline and end evaluation forms at the beginning and end of every term to assess their progress. Evaluation forms consist of both quantitative and qualitative questions and enable participants to contribute to the shaping of provision by providing feedback on what has been particularly successful and highlighting areas we could develop. Responses are then analysed by the staff team, enabling them to identify any changes that need to be made in light of the feedback received.

How does your project engage and empower individuals and/or communities to come together on this issue? Will you be working with people who are particularly excluded?

The Centre has been supporting people in Kensington and Chelsea for over three decades, including many domestic workers. Life in London for someone unable to speak the language can be frighteningly isolating, as one of our users said: 'it is like being deaf and dumb'. Isolation for domestic workers is often compounded by their rigorous workload and lack of clearly defined hours. Over the years, we have adapted our services in order to best support isolated and vulnerable groups. From our experience, and through consultation with ClementJames users, we learnt that employers were more likely to give domestic workers time off to attend educational classes. However, most courses in the local area happen midweek making them impossible for domestic workers to attend. As a result, the centre has designed a series of courses specifically designed to target and support domestic workers at a time best suited to them - Sundays.

Is the focus of your project meeting an already identifiable need (acute or otherwise) or are there elements which are preventative and/or incorporate early action?

Our project meets an already identifiable need - local people who can't speak English.

Who might you need to work closely with in delivering this project - whether before, during or afterwards?

The ClementJames Centre Adult Learning team works closely with the programme teams at ClementJames. For example, if we notice that a student needs extra help we can refer them to a member of our Numeracy and Literacy Team for tailored one-to-one support. Students who attend our Adult Learning courses also have access to our Wellbeing and Support and Employment Support programmes. Many of the people we work with are vulnerable and isolated, consequently users sometimes disclose issues of a sensitive and delicate nature to staff. We have a trained Safeguarding Manager on site who advises staff on the best course of action to take following a disclosure. Consequently, staff may be required to liaise with Social Services if they believe the disclosure to be serious enough.

Our aim as a funder is to help people move positively between any of the four stages of Surviving, Coping, Adapting and Thriving. For your project at which of these stages will most people begin their journey?

We aim to help the most vulnerable in our community, as a result, many of the people who attend our English language classes speak little to no English and would fit into the 'Surviving' stage. However, our Adult Learning Programme provides language classes at all levels, enabling local people to develop the skills necessary to release their potential. Students can progress through our various courses and gain the English, maths and ICT skills necessary to dramatically improve their employability. Coupled with our in-house Employment Support Programme, local people can access support at The ClementJames Centre that can help them to thrive.

Will there be any elements of this project that will help you or your beneficiaries to reduce your environmental footprint?

We recognise the importance of reducing our carbon footprint and take steps to do this. All staff are trained how to effectively recycle and the importance of being mindful of energy consumption. Staff encourage students to be mindful of recycling and to keep any printouts and resources they have been given. Furthermore, we hope that by improving our students' English language they will be able to read and understand recycling instructions.

Funding required for the project

What is the total cost of the proposed activity/project?

Expenditure heading	Year 1	Year 2	Year 3	Year 4	Year 5	Total
Employment costs (incl. management contribution)	146,155	149,809	153,529	157,317	161,175	767,985
Direct project costs	12,814	12,814	12,814	12,814	12,814	64,070
Contribution to premises and support costs	15,664	15,664	15,664	15,664	15,664	78,320

TOTAL:	174,633	178,287	182,007	185,795	189,65	910,375
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What income has already been raised?

Source	Year 1	Year 2	Year 3	Year 4	Year 5	Total
Calleva	2,500	0	0			2,500
TOTAL:	2,500	0	0	0	0	0

What other funders are currently considering the proposal?

Source	Year 1	Year 2	Year 3	Year 4	Year 5	Total
RBKC Adult and Community Learning (previous funder)	125,165	0	0	0	0	125,165

TOTAL:	125,165	0	0	0	0	0
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How much is requested from the Trust?

Expenditure heading	Year 1	Year 2	Year 3	Year 4	Year 5	Total
Cost of Adult Learning tutors	46,968	48,142	0	0	0	95,110

TOTAL:	46,968	48,142	0	0	0	0
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Who will benefit?

How many people will directly benefit from the grant per year?

148

In which Greater London borough(s) or areas of London will your beneficiaries live?

Kensington & Chelsea

Hammersmith & Fulham

Westminster

Does this project specifically target any groups or communities?

No - open to everyone

This project will specifically work with the following age groups:

16-24/25-44/45-64/65-74

This project will specifically work with the following gender groups:

This project will specifically work with the following ethnic groups:

If Other ethnic group, please give details:

This project will specifically work with Deaf and disabled people:

No

This project will specifically work with LGBTQI groups:

No

This project will specifically work with other groups or communities:

How will you target the groups/communities you have identified? What is your expertise in providing services for these groups?

Are there any groups or communities you think your organisation will find hard to include through this project?

No

If yes, please specify which groups or communities? Where possible using the categories listed above.

If yes, what steps will you take to make your services accessible to and meet the needs of the groups/communities you have identified?

Declaration

I confirm that, to the best of my knowledge, all the information I have provided in this application form is correct. I fully understand that City Bridge Trust has zero tolerance towards fraud and will seek to prosecute and recover funds in every instance.

Please confirm: Yes Full Name: **Leo Reid**

Role within **Senior Fundraising Officer**
Organisation:

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Bridging Divides: Application for a grant



About your organisation

Organisation Details

Name of your organisation: Sycamore Trust U.K.	
If your organisation is part of a larger organisation, what is its name? n/a	
In which London Borough is your organisation based? Barking & Dagenham	
Contact person: Ms. Chris Gillbanks	Position: CEO
Website: http://www.sycamoretrust.org.uk	Social Media Accounts:
What Quality Marks does your organisation currently hold? Investors in People - Bronze Standard	

Legal Status

Legal status of organisation: Registered Charity			
Charity Number: 1116697	Company Number: 05759929	CIC Number:	Bencom Number:
When was your organisation established? 28/10/1995			
Aims of your organisation: Sycamore Trust U.K. aims to offer a range of services specifically designed to support families, educate the community and empower individuals affected by Autism and/or Learning difficulties to flourish and to be valued members of the community.			

Main activities of your organisation:

1. Supporting children and young people with Autism/LD by providing specialised leisure activities, summer programmes and one to one befriending support. We also provide support to parents/carers in order that those young people achieve the best possible outcomes.
2. Supporting Adults with Autism/LD by providing information, and advice, social groups, Individual support, travel training and support into employment. We also provide advocacy and parenting support to adults with Learning Difficulties.
3. Supporting the Local Community by providing Autism Awareness training delivered by our Autism Ambassadors (a group of young people affected by Autism and co-ordinated by Adults with Autism).

Your Staff & Volunteers

Full-time:	Part-time:	Trustee/Board members:	Active volunteers:
6	23	6	15

Do you have a Safeguarding policy? **No**

Are the following people in your organisation subject to DBS checks?

Paid Staff Yes	Volunteers Yes	Trustees / Management Committee Members Yes
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Property occupied by your organisation

Is the main property owned, leased or rented by your organisation?	If leased/rented, how long is the outstanding agreement?
Leased	August 2021

Environmental Impact**What action have you taken in the past year to progress environmentally sustainability principles and practice?**

We continue to encourage our members to request electronic rather than paper correspondence from us . We are developing a plan to archive records electronically where legally possible.

Finance Details

Organisation Finances

	Year of most recent audited / examined accounts	Current financial year forecast	Next financial year budget
End of financial year date	31/03/2018	31/03/2019	31/03/2020
Grants & donations:	£431,495	£458,621	£460,328
Earned income:	£47,329	£60,000	£63,000
Other income:	£2,022	£2,500	£2,500
Total income:	480,846	£538,595	£525,828
Charitable activity costs:	£458,827	£509,698	£499,801
Cost of raising funds:	£0	£10,800	£10,500
Other costs:	£3,450	£13,750	£13,750
Total expenditure:	£462,277	£534,248	£524,051
Free unrestricted reserves held at year end:	£228,540	£232,540	£234,317
What is your organisation's reserves policy? The current reserves policy as per the accounts for year 17-18 is that the organisation aims for a level of reserves that would equate to six months running costs.			
For your most recent financial year, what % of your income was from statutory sources? 21-30%			

Organisational changes

Describe any significant organisational changes to your structure, financial position or core activities since the date of your most recent accounts.

The Statutory Funding has reduced but we have been able to replace this with other sources of funding.

Grant Request

Which of the Trust's programmes and priority areas will your application deliver? Positive Transitions/Children & young people														
Which of the programme outcome(s) does your application aim to achieve? Positive Transitions/Vulnerable and disadvantaged Londoners are more resilient and empowered to make positive choices Positive Transitions/Londoners experiencing Inequality or disadvantage are supported to become more Independent														
Please describe the purpose of your funding request in one sentence. Enabling families affected by Autism/LD to learn about the condition, build confidence, gain new skills and receive support to improve the quality of their lives.														
When will the funding be required? 01/07/2019														
Is this request to continue work that is currently funded or has been funded in the last year by: City Bridge Trust? Another funder? (if so which) Yes														
How much funding are you requesting? <table style="width: 100%; border: none;"> <tr> <td style="width: 20%;">Year 1:</td> <td style="width: 20%;">Year 2:</td> <td style="width: 20%;">Year 3:</td> <td style="width: 20%;">Year 4:</td> <td style="width: 20%;">Year 5:</td> </tr> <tr> <td>£51,428</td> <td>£51,565</td> <td>£0</td> <td>£0</td> <td>£0</td> </tr> </table> <p style="text-align: center;">Total Requested: £102,993</p>					Year 1:	Year 2:	Year 3:	Year 4:	Year 5:	£51,428	£51,565	£0	£0	£0
Year 1:	Year 2:	Year 3:	Year 4:	Year 5:										
£51,428	£51,565	£0	£0	£0										

What 3 main differences or outcomes do you want to achieve through your funding proposal?

The training will inform families about Autism, building on coping skills and learning new strategies leading to better outcomes for their children
Families experiencing problems will be able to access specialist advice, support and where necessary advocacy to address their issues
Families will be empowered to challenge decisions and become more independent.

What are the main activities or outputs you will deliver to achieve these differences?

Autism Awareness training for parents/carers

Information, Advice and Advocacy for parent/carers (including legal advice via the UEL Law Clinic)

Provision of a monthly Peer Support Group for parent/carers

You and your grant request

What, specifically, are you applying for (your project)?

We are applying for the salary of our Family Support Worker, including on-costs, training and travel costs. We are also asking for project revenue and a contribution to overhead and management costs.

How will the project described achieve your stated outcomes?

Families whose child has recently received a diagnosis of Autism will learn more about the condition enabling them to holistically adapt their parenting, coming to terms with their child's diagnosis and work together as a family unit to support their child.

All families affected by Autism will have access to information, advice and support in relation to their identified issues and prevent crisis situations. Families will be empowered to challenge decisions made about their children if they feel them to be inappropriate for their child's needs.

All of these outcomes will have a positive effect on families lives and support will be more child centred which will, in turn enable the children to feel valued, listened to and gain some independence.

Families who are seeking diagnosis for their child will also be empowered to gather appropriate evidence to share with medical professionals, which will provide a more informed outcome.

How do you know there's a need for this work?

Sycamore Trust have been supporting families affected by Autism for over twenty years. This service has always been oversubscribed as so many families feel unsupported by statutory services after receiving a diagnosis of Autism for their child. City Bridge Trust have funded this programme for the past three years and annual monitoring as show that the quantity and range of the service has exceeded our predictions. The number of children being diagnosed with Autism has increased dramatically over the past ten years and we therefore envisage a rise in the need for our support.

How will the work be delivered - specifically, what will you do?

The work will be delivered via our Family Support Worker who will provide one to one advice and support to families. She will continue to facilitate a monthly peer support group and provide regular Autism Awareness Training to families. We have, during the course of the current programme, partnered with the Law Faculty at the University of East London who provide a weekly law clinic at our premises specifically designed to our clients with legal issues which are beyond our expertise. This has proved popular and in the first year of operations we were shortlisted and received a commendation for this work by the LawWorks pro bono awards.

Why are you the right organisation to do this work?

Sycamore Trust have been providing support for families affected by Autism for over twenty years. The organisation was first established by parents and although we have evolved over that time, our ethos is still to employ a high percentage of people who are affected, directly and indirectly by Autism to deliver our projects. Additionally all our staff and volunteers are trained to an appropriate level meaning we can offer both personal and professional knowledge to our services. We currently hold an Investors in People Bronze Standard.

We have been delivering this project for the past three years via funding from City Bridge Trust and have achieved our proposed outcomes and found ways to enhance the service.

How does your work complement and not duplicate other services within your area?

We are the only specialist Autism provider working in the London Borough of Havering, Redbridge and Barking and Dagenham. We work well with local schools providing our knowledge and experience when they are struggling to support Autistic pupils. We can act as an intermediary between schools and parents when there is a dispute and we work with other agencies both statutory and voluntary providing expertise when requested and offer training to professionals in Autism Awareness to support their work.

How will you ensure that your project will hear and represent the views and needs of disadvantaged people and/or diverse communities?

The main activities of the project are based around the support and advocacy for our families. Each piece of support is tailored to meet the individual needs of the families whether this be in supporting parents to attend meetings concerning the welfare of their child, form filling or developing strategies to support the child.

How does your project engage and empower individuals and/or communities to come together on this issue? Will you be working with people who are particularly excluded?

We will be working with parents and carers of children with a diagnosis of Autism. Many of them report that they feel isolated and that the community in general do not understand or empathise with their situation, often accusing them of bad parenting when "melt-down" in public. They feel excluded from mainstream activities as many of their children are unable to cope in these situations.

By providing parent/carers groups it will give them the opportunities to meet likeminded people to share their concerns and experiences knowing that neither their child or their parenting skills will be judged. We will provide a tool kit with strategies for parents to empower them to support their child's needs, keeping families together in an understanding calmer environment. We hope that once parents feel more empowered they will be able to support other families who are new to the service.

Is the focus of your project meeting an already identifiable need (acute or otherwise) or are there elements which are preventative and/or incorporate early action?

We have for a number of years provided a support project for families affected by autism. This has identified an increasing need for our service.

Due to funding cuts within Local Authorities the diagnosis process for children is being delayed, often families are waiting for over a year for their first appointment to begin their consultations. This can therefore be a very stressful time for the whole family.

Once the child has been diagnosed support for families is very limited. Clinicians often refer to our service as we are the only local source of support.

If we can work with families offering support, advice and training we can alleviate pressure and prevent crisis intervention.

Who might you need to work closely with in delivering this project - whether before, during or afterwards?

We will work with health and social care professionals, schools and other statutory and voluntary sector agencies. This will be initially to publicise the service and obtain referrals. We will then work with the above and any other appropriate agencies that are relevant to the individual families needs in order to secure positive outcomes for that family.

Our aim as a funder is to help people move positively between any of the four stages of Surviving, Coping, Adapting and Thriving. For your project at which of these stages will most people begin their journey?

Many of the families who come to us are just surviving because they have not received appropriate support elsewhere. Our project aims to support families through the four stages, achieving positive outcomes for themselves and their child. By the end of their journey with us they will be empowered to parent positively and challenge where they consider decisions are not made in the best interests of their child. Confident to support other parents whose children have been newly diagnosed or families experiencing similar situations.

Will there be any elements of this project that will help you or your beneficiaries to reduce your environmental footprint?

We have struggled to identify any elements that will reduce our environmental impact other than previously stated by encouraging families to accept electronic correspondence. Should we be successful in our application we would value the input of City Bridge Trust's "Eco Assessment" in order to identify ways in which we can improve this.

Funding required for the project

What is the total cost of the proposed activity/project?

Expenditure heading	Year 1	Year 2	Year 3	Year 4	Year 5	Total
Family Support Worker salary plus on costs	39,242	40,419	0	0	0	79,661
Travel/Transport expenses	786	826	0	0	0	1,612
Training	650	650	0	0	0	1,300
Project Revenue	900	570	0	0	0	1,470
Capital Costs	1,000	0	0	0	0	1,000
Contribution to Overheads	4,250	4,500	0	0	0	8,750
Management Costs	4,600	4,600	0	0	0	9,200
TOTAL:	51,428	51,565	0	0	0	102,993

What income has already been raised?

Source	Year 1	Year 2	Year 3	Year 4	Year 5	Total
	0	0	0	0	0	0
TOTAL:	0	0	0	0	0	0

What other funders are currently considering the proposal?

Source	Year 1	Year 2	Year 3	Year 4	Year 5	Total
	0	0	0	0	0	0
TOTAL:	0	0	0	0	0	0

How much is requested from the Trust?

Expenditure heading	Year 1	Year 2	Year 3	Year 4	Year 5	Total
Family Support Worker salary plus on costs	39,242	40,419	0	0	0	79,661
Travel/Transport expenses	786	826	0	0	0	1,612
Training	650	650	0	0	0	1,300
Project Revenue	900	570	0	0	0	1,470
Capital Costs	1,000	0	0	0	0	1,000
Contribution to Overheads	4,250	4,500	0	0	0	8,750
Management Costs	4,600	4,600	0	0	0	9,200
TOTAL:	51,428	51,565	0	0	0	102,993

Who will benefit?

How many people will directly benefit from the grant per year?

180

In which Greater London borough(s) or areas of London will your beneficiaries live?

Barking & Dagenham

Havering

Redbridge

Does this project specifically target any groups or communities?

Yes - please enter details below

This project will specifically work with the following age groups:

16-24/25-44/45-64/65-74

This project will specifically work with the following gender groups:

This project will specifically work with the following ethnic groups:

If Other ethnic group, please give details:

all ethnic groups that are affected by Autism

This project will specifically work with Deaf and disabled people:

Yes

This project will specifically work with LGBTQI groups:

No

This project will specifically work with other groups or communities:
All families affected by Autism

How will you target the groups/communities you have identified? What is your expertise in providing services for these groups?
we will target families by advertising, referrals from other professionals and ongoing work. Our expertise is from providing a service to families for over 20 years, keeping up to date with training and both professional and personal experience.

Are there any groups or communities you think your organisation will find hard to include through this project?
No

If yes, please specify which groups or communities? Where possible using the categories listed above.

If yes, what steps will you take to make your services accessible to and meet the needs of the groups/communities you have identified?

Declaration

I confirm that, to the best of my knowledge, all the information I have provided in this application form is correct. I fully understand that City Bridge Trust has zero tolerance towards fraud and will seek to prosecute and recover funds in every instance.

Please confirm: Yes Full Name: **Chris Gillbanks**

Role within **CEO**
Organisation:

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The City Bridge Trust

Bridging Divides: Application for a grant



About your organisation

Organisation Details

Name of your organisation: Trailblazers Mentoring Ltd	
If your organisation is part of a larger organisation, what is its name? N/A	
In which London Borough is your organisation based? Wandsworth	
Contact person: Mr. John Shepherd	Position: CEO
Website: http://www.trailblazersmentoring.org.uk	Social Media Accounts: Twitter: @TBMentor , Facebook: https://www.facebook.com/trailblazers.mentoring
What Quality Marks does your organisation currently hold?	

Legal Status

Legal status of organisation: Registered Charity			
Charity Number: 1074453	Company Number: 03647928	CIC Number:	Bencom Number:
When was your organisation established? 12/10/1998			
Aims of your organisation: Trailblazers Mentoring are committed to supporting vulnerable and subject to prejudice young offenders to improve their life prospects and escape the cycle of reoffending. Through mentoring we aim to provide life skills, emotional and practical support for offenders during and after leaving custody, helping them to find positive pathways for their own personal development, and to become an active member of the community. We use a model of training volunteer mentors from all walks of life to work with young offenders, aiming to increase self-awareness, self-esteem and confidence, as well as positive changes to attitude and relationships. We aim to support individuals for up to 6 months prior to and up to 9 months after release from custody, supporting beneficiaries through this key transition period.			

Main activities of your organisation:

We provide through-the-gate mentoring services for young offenders through HMP/YOI prison services, and with ex-offenders up to 9 months on release from custody. We currently run projects in four prisons across the UK: HMYOI Brinsford (Birmingham, Midlands and Wolverhampton areas), HMYOI Aylesbury (Buckinghamshire), HMP/YOI Isis and HMP Wandsworth (covering the London Boroughs).

These mentoring projects provide essential life skills and personal development for our mentees, working through a series of bespoke toolsets to guide mentees towards positive life choices and opportunities. 125+ volunteer mentors from diverse backgrounds work with mentees to complete the toolsets, and address personal challenges. The toolsets address topics including better relationships, skills development, managing money, access to employment (including links with ex-offender friendly employers), access to services and life beyond custody.

Across the 4 sites in 2017 we engaged with 129 new mentees in the past year. For 2018 we expect this number to grow to around 140 with further growth again in 2019.

Your Staff & Volunteers

Full-time:	Part-time:	Trustee/Board members:	Active volunteers:
4	2	6	119

Do you have a Safeguarding policy? **Yes**

Are the following people in your organisation subject to DBS checks?

Paid Staff Yes	Volunteers Yes	Trustees / Management Committee Members Yes
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Property occupied by your organisation

Is the main property owned, leased or rented by your organisation?	If leased/rented, how long is the outstanding agreement?
Rented	NA

Environmental Impact**What action have you taken in the past year to progress environmentally sustainability principles and practice?**

In recent years we have looked more closely at the ways we can further reduce our impact on the environment. Our organisational model promotes a positive environmental impact; through office sharing with existing organisations, our footprint is greatly reduced. The organisation operates from existing facilities within Her Majesty's Prison Service, who are committed through their environmental policies- specifically their Sustainable Operations Policy.

We are making further steps to reduce our impact, including an increase in paperless working. We are planning, where reasonably possible, to implement paperless or reduced paper usage for meetings, including at senior and board level.

We are committed to recycling within the organisation and staff are made aware of our environmental responsibilities through induction training.

Further strategy developments around staff travel between sites, including a switch to public transport where reasonable are currently being discussed, especially as we look to grow our reach across new sites.

Finance Details

Organisation Finances

	Year of most recent audited / examined accounts	Current financial year forecast	Next financial year budget
End of financial year date	31/12/2017	31/12/2018	31/12/2019
Grants & donations:	£322,744	£284,000	£342,000
Earned income:	£0	£0	£0
Other income:	£0	£0	£0
Total income:	322,744	£284,000	£342,000
Charitable activity costs:	£294,422	£239,000	£270,000
Cost of raising funds:	£2,375	£13,000	£18,000
Other costs:	£0	£16,000	£20,000
Total expenditure:	£296,797	£268,000	£308,000
Free unrestricted reserves held at year end:	£25,800	£33,550	£50,550
What is your organisation's reserves policy? Trailblazers reserves policy is to have unrestricted funds - that is, not committed or invested in tangible fixed assets ? in reserve to cover four to six months of expenditure in order to deal with any significant decrease in funding. The level of unrestricted reserves at 31 December 2017 is £25,800 (2016: £6,778) compared with estimated four to six months unrestricted expenditure of £40-60,000. The charity has made good progress in the last year to recover unrestricted reserves, and is confident of satisfying existing budgets to rebuild reserves further over the next 2 years.			
For your most recent financial year, what % f of your income was from statutory sources? 0%			

Organisational changes

Describe any significant organisational changed to your structure, financial position or core activities since the date of your most recent accounts.

None

Grant Request

Which of the Trust's programmes and priority areas will your application deliver?

Positive Transitions/Ex-offenders

Which of the programme outcome(s) does your application aim to achieve?

Positive Transitions/Vulnerable and disadvantaged Londoners are more resilient and empowered to make positive choices

Positive Transitions/Londoners experiencing inequality or disadvantage are supported to become more Independent

Please describe the purpose of your funding request in one sentence.

To continue and enhance our mentoring programme for ex-offenders with through-the-gate support, helping young offenders? rehabilitation and reintegration pre and post release.

When will the funding be required? **01/04/2019**

Is this request to continue work that is currently funded or has been funded in the last year by:

City Bridge Trust?

Another funder? (if so which)

Yes

How much funding are you requesting?

Year 1:

£35,000

Year 2:

£36,000

Year 3:

£0

Year 4:

£0

Year 5:

£0

Total Requested: £71,000

What 3 main differences or outcomes do you want to achieve through your funding proposal?

83% of mentees will refrain from reoffending and will be out of custody 6 months post-release.

90% of mentees will report a significant improvement in their life prospect and all-around skills, and feel comfortable and confident to remain crime free and make a positive start to life outside of custody.

65% of mentees will have moved into further education, employment, or vocational-based training within 6 months from release.

What are the main activities or outputs you will deliver to achieve these differences?

12-14 months mentoring support (50 weekly meetings) for 40 young offenders (new engagements) pre and post release at HMP/YOI Isis annually for 2019 and 2020

12-14 months mentoring support (50 weekly meetings) for 40 young offenders (new engagements) pre and post release at HMP Wandsworth annually for 2019 and 2020

Develop official referral partnerships with at least 3 new organisations per year, to support mentees into employment/vocational training opportunities.

How will the work be delivered - specifically, what will you do?

We will deliver a 12-14month rolling mentoring programme, providing through-the-gate support for young offenders.

We will recruit and train volunteer mentors, who will work with assigned young offenders both in prison, and on their release. Each Mentor works with their mentee a minimum of 4 times per month (8hours contact time). Together they work through a set of Trailblazers designed toolsets, aimed at overcoming the main barriers to reintegration.

The toolsets are:

Introduction to mentoring-understanding mentoring process and relationship

Asserting myself- self-motivation, confidence building and soft skills

Better relationships- improving family and other relationships, understanding needs, respect, behavioural aspects

Money matters- budgeting, access to benefits

Getting to work- employment skills, CV writing, job/education search

Through the gate- challenges, dealing with prejudice, where to go for advice etc

Mentors are supported on leaving custody through the programme, with close monitoring, referral and where possible, personal introduction to employers and education bodies.

Why are you the right organisation to do this work?

We have achieved excellent results from our projects for 20yrs, drastically reducing rates of reoffending from 56% (national average) to 15% (our mentees). Our track record exemplifies the high quality of our mentoring programme, establishing an excellent grounding with some of the major prison and detention services in the country. This trusted relationship enables us to work closely with our beneficiaries and better tailor our programme to ensure our work is very relevant to the experiences of our users. Trailblazers was the first organisation to offer through-the-gate support in this model, to date putting over 3000 young people through the programme- expertly positioning us to deliver this vital work. We understand the journey of our beneficiaries better than most other organisations, because of the intensity and duration with which we engage young offenders. Unlike others, we tackle root causes of offending, rather than trying to mitigate the effects of it.

How does your work complement and not duplicate other services within your area?

Both HMP Wandsworth and HMP/YOI Isis have a range of service providers, focused around education and specific career skills. Whilst these preparatory skills have merit in themselves, Trailblazers are the only provider who continue their work over a longer period, and, crucially, on release from custody. From our experience, whilst possible to develop a range of skills in prison, the challenge and adjustment on release is a much bigger challenge to overcome than learning a new skill. Our mentoring programme ensure that preparatory work by other agencies, and ourselves during custody can be galvanised by the ex-offenders as they reintegrate with society. The continual support of our mentors provides them with a clear direction and supports mentees to put into practice newly acquired skills, simultaneously gaining greater self-esteem and resilience. This is vital for navigating the road ahead, overcoming the difficulty ex-offenders face in securing employment, for example.

You and your grant request

What, specifically, are you applying for (your project)?

We are seeking support from City Bridge Trust to continue our ongoing community mentoring programme, supporting mentee ex-offenders from HMP Wandsworth and HMP/YOI Isis, where historically 100% of mentees resettled within the London Boroughs. The project will support all aspects of our mentoring programme, from the recruitment and training of our volunteer Mentors to funding project manager salary, and additional support costs related to the two Institutes' projects.

The funding will support delivery of the mentoring programme to 50-60 individuals undergoing a 12-14 month mentoring process, starting up to 6 months prior to and 6-8 months post release.

How will the project described achieve your stated outcomes?

Upon release from custody, young ex-offenders come face-to-face with a whole range of challenges, disadvantages and discrimination. Already faced with the challenge of rebuilding their reputation, individuals have multiple barriers to overcome, including financial instability, housing and resettlement, making relationships anew, including family, friends and partners and securing employment. These overwhelming circumstances sadly lead many back to reoffending, seeing it as the easy, or only option open to them.

Through our mentoring programme, we aim to turn around the fortunes of young offenders, offering them the support and skills they need to make a new start, a positive contribution to society, and, ultimately to avoid the cycle of reoffending.

In this process, we instil self-esteem and confidence, secure employment opportunities, mend relationships and family bonds, and improve the quality of life for young offenders upon release, easing the prejudice faced by this forgotten demographic.

How do you know there's a need for this work?

The current reoffending rate of young offenders stands at 56% within 6 months of release; half of those released will be back in custody within 6 months, with many reoffending multiple times. For offenders, this further reduces their life prospects, and without tailored support, they have few options available to them to escape this cycle.

Communities face increased levels of crime and anti-social behaviour, affecting their quality of life and safety. The cost of incarceration to the public purse is huge; it costs an estimated £47,683 annually to imprison one person in a Youth Offending Institute, compared with £2,398 to put a young offender through our mentoring programme. Governments own estimate of the cost of re-offending is in the region of £13 billion per annum.

We know there is a demand for through-the-gate mentoring initiatives supporting individuals longer term; our services are reducing reoffending rates to 15% amongst our beneficiaries.

How will you ensure that your project will hear and represent the views and needs of disadvantaged people and/or diverse communities?

We are continuously evaluating our work. Mentors and mentees evaluate progress monthly, including gathering vital information about any improvements, additions or changes we can make to better address the needs of ex-offenders. We recognise the constantly changing needs of our beneficiaries, and this process allows us to reflect and represent the needs of this disadvantaged group. We recently recruited an ex-offender to the board of trustees who himself served sixteen years in prison, as part of our commitment to ensure the views of our beneficiaries facing disadvantage are wholly represented in our work. This is a valuable asset to our governance model and enables a much greater and detailed understanding of how our projects can reflect the views of those we strive to support.

We hope to establish an annual forum for previous mentees, their families and community, helping us to continue reviewing and improving effectiveness of our work.

How does your project engage and empower individuals and/or communities to come together on this issue? Will you be working with people who are particularly excluded?

Our programme is unique in how we utilise civic responsibility as part of the key delivery function of our mentoring programme. Every one of our 125+ mentors are volunteers who dedicate a significant amount of their time to helping disadvantage and excluded members of our society. Our volunteer mentors come from diverse backgrounds, and the overwhelming response is that by helping others, they are empowered to support communities much more. We actively promote the personal and social benefits our programme brings, not only to participants, but in tackling social exclusion and creating more cohesive communities.

It is also important to note the collective voice of our mentors in helping wider society to adopt a different and more solution-focussed approaches to the rehabilitation of offenders. The stigma attached to ex-offenders is a major factor in young people reoffending; our mentors set an example of how a different approach can reverse this.

Is the focus of your project meeting an already identifiable need (acute or otherwise) or are there elements which are preventative and/or incorporate early action?

Our project focuses on preventing young offenders from slipping back into a cycle of reoffending upon releases from custody. Essentially, our work is both preventative, but also focused on identifiable needs of our target beneficiaries, including skills development and emotional support. We know the problem of reoffending exists generally within our beneficiary groups; our assessment process in selecting suitable mentees for the programme takes into account the individual's need and relative risk to reoffending, upon which our programme can act as early intervention- this is particularly prevalent in first time offenders. However, every one of our beneficiaries will face discrimination, and challenges upon release, and these needs are identifiable and determine how we construct our mentoring framework and toolsets.

Who might you need to work closely with in delivering this project - whether before, during or afterwards?

We will be working closely with Her Majesty's Prison and Youth Offending Institute services, particularly in ensuring safeguarding and assessment of mentor/mentee partnerships. This is a crucial part of our process; we match mentees with a mentor who is particularly well suited to deal with the specific issues or priority needs of that mentee, and in doing so, the prison service's knowledge and understanding of our individual beneficiaries' circumstances are very useful.

We will continue our constructive dialogues with other service providers and educational partners, as well as a range of employers who actively encourage applications from ex-offenders, including Redemption Roasters, Costa Coffee, Railtrack, Virgin Trains, Cracker IT and The Hilton Group to name but a few. We are also in early discussions with major construction companies who are sometimes required as part of their contract to employ a certain percentage of ex-offenders.

Our aim as a funder is to help people move positively between any of the four stages of Surviving, Coping, Adapting and Thriving. For your project at which of these stages will most people begin their journey?

Most of our mentees will begin their journey at the second stage, Coping. Having said this, most will be coping through unsustainable patterns of repeat offending as a means to survive. The mentoring programme helps individuals to learn ways to adapt, in terms of their mental outlook, development of transferrable skills, and ability to adapt to new and unfamiliar environment upon release from custody. The project is transformational for young offenders' life opportunities, but most importantly in developing their skills which allow them to thrive. For the majority of our mentees, the programme represents a key transition in their mentality to become more resilient through difficult transition points, and to overcome the disadvantages they face as a result of their past actions.

Will there be any elements of this project that will help you or your beneficiaries to reduce your environmental footprint?

No.

Funding required for the project

What is the total cost of the proposed activity/project?

Expenditure heading	Year 1	Year 2	Year 3	Year 4	Year 5	Total
Salaries inc employers NI & pension	62,328	63,574	0	0	0	125,902
Training	2,000	2,000	0	0	0	4,000
Travel & expenses	2,400	2,400	0	0	0	4,800
Printing, stationary, postage and telephone	1,090	1,090	0	0	0	2,180
Mentor recruitment & training	3,500	3,500	0	0	0	7,000
Mentor travel	6,000	6,000	0	0	0	12,000
Core Costs/Overheads-Project Weighted	52,762	53,110	0	0	0	105,872

TOTAL:	130,080	131,674	0	0	0	261,754
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What income has already been raised?

Source	Year 1	Year 2	Year 3	Year 4	Year 5	Total
John Lyons	25,000	25,000	0	0	0	50,000
Lloyds Foundation	4,961	4,961	0	0	0	9,922

TOTAL:	29,961	29,961	0	0	0	59,922
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What other funders are currently considering the proposal?

Source	Year 1	Year 2	Year 3	Year 4	Year 5	Total
Big Lottery	89,066	90,498	0	0	0	179,564

TOTAL:	89,066	90,498	0	0	0	179,564
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How much is requested from the Trust?

Expenditure heading	Year 1	Year 2	Year 3	Year 4	Year 5	Total
Salaries Inc employers NI & pension	16,771	17,381	0	0	0	34,152
Training	538	547	0	0	0	1,085
Travel & Expenses	646	656	0	0	0	1,302
Printing, stationary, postage and telephone	293	299	0	0	0	592
Mentor recruitment & training	942	957	0	0	0	1,899
Mentor travel	1,614	1,640	0	0	0	3,254
Core Costs/Overheads-Project Weighted	14,196	14,520	0	0	0	28,716
TOTAL:	35,000	36,000	0	0	0	71,000

Who will benefit?

How many people will directly benefit from the grant per year?
80

In which Greater London borough(s) or areas of London will your beneficiaries live?
Wandsworth
Greenwich

Does this project specifically target any groups or communities?
Yes - please enter details below

This project will specifically work with the following age groups:
16-24/25-44

This project will specifically work with the following gender groups:
Male

This project will specifically work with the following ethnic groups:

If Other ethnic group, please give details:

This project will specifically work with Deaf and disabled people:
No

This project will specifically work with LGBTQI groups:
No

This project will specifically work with other groups or communities:
Young Male Offenders, aged 18-30, starting during custody.

How will you target the groups/communities you have identified? What is your expertise in providing services for these groups?

We have provided mentoring services for this groups for over 20 years. Through our close working relationship with prison services, we identify suitable candidates for our mentoring programme- each undergoes assessment before enrolment on the programme.

Are there any groups or communities you think your organisation will find hard to include through this project?

No

If yes, please specify which groups or communities? Where possible using the categories listed above.

If yes, what steps will you take to make your services accessible to and meet the needs of the groups/communities you have identified?

Declaration

I confirm that, to the best of my knowledge, all the information I have provided in this application form is correct. I fully understand that City Bridge Trust has zero tolerance towards fraud and will seek to prosecute and recover funds in every instance.

Please confirm: Yes Full Name: **John Shepherd**

Role within **Chief Executive**
Organisation:

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The City Bridge Trust

Bridging Divides: Application for a grant



About your organisation

Organisation Details

Name of your organisation: Waterloo Community Counselling	
If your organisation is part of a larger organisation, what is its name?	
In which London Borough is your organisation based? Lambeth	
Contact person: Mrs Emma-Louise Singh	Position: Fundraiser
Website: http://www.waterloocc.co.uk	Social Media Accounts:
What Quality Marks does your organisation currently hold?	

Legal Status

Legal status of organisation: Registered Charity			
Charity Number: 1045444	Company Number: 3034938	CIC Number:	Bencom Number:
When was your organisation established? 30/03/1995			
Aims of your organisation: Waterloo Community Counselling reduces mental distress through the provision of professional counselling for disadvantaged Londoners who are unable to access support elsewhere. Our objectives are to: - Ensure that our services are accessible to meet the needs of disadvantaged people locally by: catering for the diverse range of languages, cultures, ages and genders of our clients; recruiting ethnically diverse counsellors; promoting the service to disadvantaged communities; ensuring counselling is available to economically disadvantaged clients; consulting our users in the development of services; encouraging self-determination, peer-support and empowerment. - Promote a greater understanding of counselling and mental health and overcome stigma by partnering with other organisations and providing training. - Ensure our services are provided to the highest professional standards in order to promote the best interests of our clients by employing qualified and accredited counsellors; adhering to the sector code of ethics and supplying regular clinical supervision for all counsellors and trainees.			

Main activities of your organisation:

Waterloo Community Counselling provides counselling and talking therapy services to approximately 220 people each week. Our services include:

- Multi-Ethnic Counselling Service (MECS) :- individual mother-tongue counselling in almost all languages requested, to meet the pressing needs of refugees and asylum seekers from across London. Approximately 70% of those we support are refugees and asylum seekers with complex psychological needs.

- General Counselling Service :- low cost and means-tested individual counselling is provided by trainee and volunteer counsellors using a psychodynamic approach, offering 18 week sessions. We also provide couples counselling. The catchment area is London-wide

- Out of Hours Counselling Service :- Individual counselling in the evenings and weekends for clients who are employed. Income from this service supports the organisation. The catchment area is London-wide

Your Staff & Volunteers

Full-time:	Part-time:	Trustee/Board members:	Active volunteers:
0	6	5	75

Do you have a Safeguarding policy? **No**

Are the following people in your organisation subject to DBS checks?

Paid Staff
Yes

Volunteers
Yes

Trustees / Management Committee Members
No

Property occupied by your organisation

Is the main property owned, leased or rented by your organisation?	If leased/rented, how long is the outstanding agreement?
Rented	3 years

Environmental Impact**What action have you taken in the past year to progress environmentally sustainability principles and practice?**

We recycle all paper materials, glass, metal and batteries. We also re-use paper to minimise waste. We switch off the heating and lighting when the rooms are not in use. The boiler is on a timer. Computers are switched off beyond office hours. We buy recycled paper for printing and bathroom use and also use recyclable paper cups as opposed to plastic to cut our plastic usage.

We are also in the process of looking to upgrade the windows within the premises to double glazing with the objective of making the premises more energy efficient and reducing some of our utility bills in the future.

Finance Details

Organisation Finances

	Year of most recent audited / examined accounts	Current financial year forecast	Next financial year budget
End of financial year date	31/03/2017	31/03/2019	
Grants & donations:	£318,244	£254,516	£0
Earned income:	£138,549	£146,960	£0
Other income:	£1,795	£900	£0
Total income:	458,588	£402,376	£0
Charitable activity costs:	£394,576	£363,413	£0
Cost of raising funds:	£29,473	£30,000	£0
Other costs:	£31,015	£13,499	£0
Total expenditure:	£455,064	£406,912	£0
Free unrestricted reserves held at year end:	£143,854	£139,318	£0
What is your organisation's reserves policy? The reserves policy is for Waterloo Community Counselling to have in reserves the equivalent of six months worth of operating expenditure.			
For your most recent financial year, what % of your income was from statutory sources? 21-30%			

Organisational changes

Describe any significant organisational changes to your structure, financial position or core activities since the date of your most recent accounts.

N/A

Grant Request

Which of the Trust's programmes and priority areas will your application deliver?

Positive Transitions

Which of the programme outcome(s) does your application aim to achieve?

Positive Transitions/Specialist support services are better able to meet the needs of vulnerable and disadvantaged Londoners

Please describe the purpose of your funding request in one sentence.

Counselling Service for Refugees and Asylum Seekers

When will the funding be required? **01/04/2019**

Is this request to continue work that is currently funded or has been funded in the last year by:

City Bridge Trust?

Another funder? (If so which)

Yes

How much funding are you requesting?

Year 1:
£35,000

Year 2:
£35,000

Year 3:
£0

Year 4:
£0

Year 5:
£0

Total Requested: £70,000

What 3 main differences or outcomes do you want to achieve through your funding proposal?

70% will experience a significant reduction in their risk factors, such as self-harm and suicide

70% of people presenting with anxiety will experience significant improvement (or stabilisation in cases of acute emotional crisis or following psychotic episodes)

70% of people presenting with depression will experience significant improvement (or stabilisation in cases of acute emotional crisis or following psychotic episodes)

What are the main activities or outputs you will deliver to achieve these differences?

Up to 18 weeks individual counselling sessions for 135 refugee and asylum seekers, provided in their mother-tongue language.

Supported referrals to our partner organisations so that at least 40 refugees and asylum seekers can gain advice and support in addressing their complex practical difficulties, such as homelessness; asylum issues and obtaining benefits.

Therapeutic groups that will help support up to 25 refugee and asylum seekers who are most isolated and have complex needs.

You and your grant request

What, specifically, are you applying for (your project)?

The project seeks to reduce the mental distress and trauma of refugees and asylum seekers primarily through one-to-one professional counselling in the beneficiary's mother-tongue. The counselling will provide a safe space for traumatised and emotionally distressed individuals to express their intense emotions, to grieve for all that has been lost and to begin to process their experiences and move on.

We recognise that practical support is needed to overcome the many factors which impact on the mental distress of this group and have developed partnerships with other organisations to extend the help and expertise that users can access to supplement their counselling sessions.

The project will help those users who are most isolated and have the most complex needs, by continuing to run a crafts club, which meets monthly and provides therapeutic activities and the opportunity to socialise and practice English. The group is run by an Iraqi refugee.

How will the project described achieve your stated outcomes?

We hope to improve the well-being of individuals presenting with severe mental distress. Users will have a significant improvement in their presenting problems, including depression, anxiety and symptoms of trauma. There will also be a reduction in risk factors, including suicide and self-harm. Results from our previous work highlights 70% improvements in anxiety, depression and symptoms of trauma and over 85% reduction of suicide risk.

As a result of these improvements, users will be better able to cope with education and training (including learning English), and obtaining and retaining employment which will help towards financial independence and integrating into society.

For referrals who are traumatised or severely depressed, 18 weeks' counselling is the beginning of their journey to well-being. For these referrals the initial outcome we expect is that there is no longer acute risk (suicide, self-harm) or the risk is reduced from severe to mild.

How do you know there's a need for this work?

The Multi-Ethnic Counselling Service (MECS) was established in response to high demand for counselling in mother-tongue languages from the large number of refugees and asylum seekers living in the area. Research from the South London and Maudsley NHS Trust evidenced lack of access to specialist services frequently resulted in suicide attempts and more severe mental illness (2001).

MECS continues to manage our waiting list for assessment and counselling in the referrals mother tongue. The demand is high for our services because of the challenges referrals face, such as hostile policy changes and reductions in statutory and other services, particularly in immigration and lack of access to housing.

Furthermore evidence shows that refugees and asylum seekers are five times more likely to have mental health needs than the general population and more than 61% will experience mental distress, which is compounded by poverty, housing, extreme insecurity around immigration, isolation and discrimination.

How will the work be delivered - specifically, what will you do?

We will provide individual mother-tongue counselling to refugees and asylum seekers. Currently we offer counselling in 27 languages and supplement this with any other language requests through additional language counsellors and/or interpreters. Most individuals will be offered 18 weekly sessions of counselling, but with flexibility to offer few weeks (minimum of 8) or more, according to the needs of the individual. Prior to the counselling, individuals will have an in-depth assessment with a senior counsellor who will explain the counselling process and also assess for any risk factors (suicide and self-harm). The individual will then be matched to a counsellor based on their needs, culture and language.

The project will also offer individuals advice on a range of issues including homelessness support, volunteering, education and training opportunities and refugee and asylum issues. This will be delivered through our partner organisations.

Some users may benefit from joining our therapeutic group work.

Why are you the right organisation to do this work?

We have been providing counselling for over 25 years. Our language counselling has been running for 15 years and within that time has gained referrals from approximately 300 organisations.

We are highly regarded by GP's and other statutory organisations who provide 70% of our referrals. MECS has also been successful in delivering services as part of winning tenders headed up by local NHS organisations. This highlights not only the importance of our work, but also the professional quality of our work.

We are the only service in London able to provide counselling in virtually every language requested. We have an excellent project team with a wealth of language, counselling, psychotherapy and supervision skills.

Our evaluation results for the last few years show the reductions in our users' mental distress. Between 70% and 89% of clients had shown improvement in trauma, depression, anxiety, risk of suicide and risk of self-harm.

How does your work complement and not duplicate other services within your area?

For many refugees and asylum seekers we are the only place they can obtain appropriate help because it is the only dedicated pan-London mother-tongue counselling. Asylum seekers have no recourse to public funds, meaning they are excluded from statutory services and only entitled to access a GP through primary care. We therefore offer services which an individual may be refused by statutory services or could not afford to access.

The little provision which existed has been reduced over the years, with the Refugee Council closing services in South London, the Maudsley Hospital closing its trauma clinic and the Minster Centre closing its mother-tongue counselling service. We were approached to take over the large grants to deliver the Minster Centre services. We have continued to deliver this provision, extending our reach to North London. As a result we continue to collaborate with the Minster Centre and the Big Lottery Fund.

How will you ensure that your project will hear and represent the views and needs of disadvantaged people and/or diverse communities?

Our assessment meetings are used to discuss with the user their expectations for counselling and these are then reviewed over the course of the counselling sessions. In our experience placing users at the centre of designing services is integral in finding methods of helping our users to rebuild their trust in others and to stabilise in managing their emotional difficulties and to feel more empowered in their external reality.

We also collect feedback evaluations from users at the end of their counselling contract. This forms an important part of our monitoring process as it enables us to listen to and understand the experiences of our users and to understand their needs.

When developing new elements of our services, such as group work, we consult our users through questionnaires. This enables us to design the group work in a way that will effectively meet the needs of individuals.

How does your project engage and empower individuals and/or communities to come together on this issue? Will you be working with people who are particularly excluded?

We will continue to provide group work to help those users who are particularly isolated and have complex needs. Our MECS Craft Club will continue to meet monthly, providing therapeutic activities and the opportunity to practice English in a supportive atmosphere. The group is led by an Iraqi Refugee who can empathise with the users, but is also an example of how a refugee has integrated and settled in the UK. The group makes regular outings in London which also helps to increase confidence in getting around in London.

We are also looking to run another drama therapy group, based on the success of our Turkish Women's Drama Therapy group in 2016. The group will be facilitated by a Farsi-speaking drama therapy student. The group will help users to address and work through their issues, as well as to bond with other group members.

Is the focus of your project meeting an already identifiable need (acute or otherwise) or are there elements which are preventative and/or incorporate early action?

Our users are refugees and asylum seekers who have seen their families killed and have been tortured, raped and terrorised. Evidence shows that primary issues affecting this group are: a high prevalence and severity of emotional and psychological distress; needs that are mainly unmet by statutory provision because of problems of language and cultural sensitivity and lack of specialist services; pragmatic factors affecting living standards of poverty, extreme insecurity, isolation and discrimination.

Our previous analysis shows that over 80% of refugees and asylum seekers have complex mental health needs, half are at risk of suicide, 60% present with trauma and many have a pre-existing mental health diagnosis including depression, trauma, PTSD anxiety and physical health problems and diagnosis.

We will facilitate improvements in users' presenting symptoms of mental illness and declining health and well-being. Interventions by individual and group counselling will support users in preventing risk factors (i.e. suicide).

Who might you need to work closely with in delivering this project - whether before, during or afterwards?

Many of our users are referred by GP's or other organisations, who we work with to obtain referral notes that will provide us with an overview of users' backgrounds and enhance their counselling experience.

We work with a wide range of high quality counselling/therapy training bodies such as Birkbeck, Regents College, City University, Goldsmiths University and Roehampton University which value our placements for students and our client work.

Many of our users have complex practical difficulties, which must be addressed before users' outcomes can improve. Through our partnerships with Advising Communities and the Legal Advice Service at Waterloo Action Centre, users can obtain mother-tongue advice on a range of issues including homelessness, benefits and refugee issues. We will continue to partner with The Oasis Food Bank in providing food vouchers to significant numbers of our clients. We will also refer educational and training opportunities, such as learning English through ESOL.

Our aim as a funder is to help people move positively between any of the four stages of Surviving, Coping, Adapting and Thriving. For your project at which of these stages will most people begin their journey?

Many of our users will have experienced war, persecution and inter-communal conflict. They are survivors of physical abuse, multiple bereavements, torture, sexual abuse and other traumatic incidents. The majority are so severely traumatised that their ability to trust other people has been damaged. Finding ways to help them rebuild their trust in others is central to our efforts to help them overcome their mental distress and find other ways to support each other, which can transition them to coping and adapting better to their current situations.

In order to 'thrive' many need to address the pressing practical difficulties that they are experiencing, such as homelessness and difficulties claiming asylum and obtaining benefits. We refer users to partner organisations who can help with these practical issues. Trust is also an integral part in helping users to obtain further support with these issues during and after completion of their counselling sessions.

Will there be any elements of this project that will help you or your beneficiaries to reduce your environmental footprint?

N/A

Funding required for the project

What is the total cost of the proposed activity/project?

Expenditure heading	Year 1	Year 2	Year 3	Year 4	Year 5	Total
Project Salaries	112,348	115,156	0	0	0	227,504
Sessional Counsellors	36,365	37,274	0	0	0	73,639
Interpretors	5,504	5,641	0	0	0	11,145
Supervision	18,698	19,165	0	0	0	37,863
Overheads	94,914	97,287	0	0	0	192,201
Group Work	2,500	2,563	0	0	0	5,063
Assessments	9,035	9,261	0	0	0	18,296
Travel Support	13,116	13,443	0	0	0	26,559
Childcare Support	5,000	5,125	0	0	0	10,125

TOTAL:	297,480	304,915	0	0	0	602,395
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What income has already been raised?

Source	Year 1	Year 2	Year 3	Year 4	Year 5	Total
Lambeth PCT	21,668	21,668	0	0	0	43,336
Southwark PCT	66,300	66,300	0	0	0	132,600
Blg Lottery Fund	44,356	0	0	0	0	44,356
Supervision Fees	10,800	11,340	0	0	0	22,140

TOTAL:	143,124	99,308	0	0	0	242,432
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What other funders are currently considering the proposal?

Source	Year 1	Year 2	Year 3	Year 4	Year 5	Total
Henry Smith Charlty (Continuation Funding)	35,000	35,000	0	0	0	70,000
Tudor Trust	35,000	35,000	0	0	0	70,000
Lloyds Bank Foundation	30,000	30,000	0	0	0	60,000
Trust for London	20,000	20,000	0	0	0	40,000

TOTAL:	120,000	120,000	0	0	0	240,000
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as J.D.s

How much is requested from the Trust?

Expenditure heading	Year 1	Year 2	Year 3	Year 4	Year 5	Total
Project Salaries	13,482	13,482	0	0	0	26,964
Sessional Counsellors	4,358	4,358	0	0	0	8,716
Interpreters	660	660	0	0	0	1,320
Supervision	2,244	2,244	0	0	0	4,488
Overheads	11,298	11,298	0	0	0	22,596
Group Work	300	300	0	0	0	600
Assessments	1,084	1,084	0	0	0	2,168
Travel Support	1,574	1,574	0	0	0	3,148
TOTAL:	35,000	35,000	0	0	0	70,000

rent, utilities, key staff.

Who will benefit?

How many people will directly benefit from the grant per year?

135

In which Greater London borough(s) or areas of London will your beneficiaries live?

London-wide

Does this project specifically target any groups or communities?

Yes - please enter details below

This project will specifically work with the following age groups:

16-24/25-44/45-64

This project will specifically work with the following gender groups:

Male

Female

This project will specifically work with the following ethnic groups:

Refugees and asylum seekers

If Other ethnic group, please give details:

This project will specifically work with Deaf and disabled people:

No

This project will specifically work with LGBTQI groups:

No

This project will specifically work with other groups or communities:

How will you target the groups/communities you have identified? What is your expertise in providing services for these groups?

We have over ten years experience in delivering multi-ethnic counselling services to ethnic minorities and refugees and asylum seekers in their mother-tongue. Within this time we have gained referrals from nearly 300 organisations

Are there any groups or communities you think your organisation will find hard to include through this project?

No

If yes, please specify which groups or communities? Where possible using the categories listed above.

If yes, what steps will you take to make your services accessible to and meet the needs of the groups/communities you have identified?

Declaration

I confirm that, to the best of my knowledge, all the information I have provided in this application form is correct. I fully understand that City Bridge Trust has zero tolerance towards fraud and will seek to prosecute and recover funds in every instance.

Please confirm: Yes Full Name: **Emma-Louise Singh**

Role within **Fundraiser**
Organisation:

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