

# The City Bridge Trust

## Investing In Londoners: Application for a grant



### About your organisation

Name of your organisation: <b>City Harvest</b>	
If your organisation is part of a larger organisation, what is its name?	
In which London Borough is your organisation based? <b>Ealing</b>	
Contact person: <b>Mr Tyrrell Young</b>	Position: <b>Trustee</b>
Website: <a href="http://www.cityharvest.org.uk">http://www.cityharvest.org.uk</a>	
Legal status of organisation: <b>Registered Charity</b>	Charity, Charitable Incorporated Company or company number: <b>1163055</b>
When was your organisation established? <b>04/08/2015</b>	

### Grant Request

Under which of City Bridge Trust's programmes are you applying? <b>Reducing Poverty</b>
Which of the programme outcome(s) does your application aim to achieve? <b>Fewer Londoners experiencing food poverty</b>
Please describe the purpose of your funding request in one sentence. <b>Expanding City Harvest's innovative solution to food poverty and surplus food to feed more vulnerable Londoners.</b>
When will the funding be required? <b>01/10/2018</b>
How much funding are you requesting? Year 1: <b>£32,000</b> Year 2: <b>£32,000</b> Year 3: <b>£32,000</b> <b>Total: £96,000</b>

**Aims of your organisation:**

The objects of City Harvest include the prevention and relief of poverty, the advancement of environmental protection and the advancement of the effective use of resources for charitable purposes by other charities through facilitating the distribution of surplus food.

To further these objectives, City Harvest collects food from retailers, wholesalers, restaurants and manufacturers and distributes them to community programs that serve meals to vulnerable people.

Our mission is to provide an innovative service to match waste and want and ensure that as much food that would otherwise go to landfill is redirected to feed the hungry.

**Main activities of your organisation:**

City Harvest is a food redistribution charity operating in Greater London. We provide a 'last mile' service specialising in the collection and delivery of surplus fresh, nutritious food from supermarkets, wholesalers, restaurants and the hospitality industry and delivering it in a fleet of temperature-controlled vans to community programmes that prepare meals for vulnerable Londoners. Those organisations include soup kitchens, foodbanks, homeless shelters and charities that work with families, victims of domestic violence, veterans, elderly people and children.

In a fleet of 7 temperature-controlled vans, we pick up fresh and in-date food and deliver it, often within hours of collection, to over 100 charities delivering community programmes all over London preparing meals for those in need. Our deliveries allow these charities to save valuable money which they can use to provide other vital services to their end beneficiaries.

**Number of staff**

Full-time:	Part-time:	Management committee members:	Active volunteers:
9	4	4	20

**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?
<b>Leased</b>	<b>4 years</b>

## Summary of grant request

According to a report by Trust for London, in ours, one of the wealthiest cities in the world, 2.25 million people live in poverty including 4 out of 10 inner city children. Many of these people experience food poverty and 74,000 children in London go to bed hungry. Meanwhile, 3 million tonnes of perfectly good nutritious surplus food from manufacturers, retailers, restaurants and the hospitality industry are sent to landfill every year.

Our mission is to provide an innovative service to match waste and want and ensure that as much food that would otherwise go to landfill is redirected to feed the hungry.

We provide a 'last mile' service specialising in the collection and delivery of surplus fresh, nutritious food and delivering it to community programmes that prepare meals for vulnerable Londoners. Those organisations include soup kitchens, foodbanks, homeless shelters and charities that work with families, victims of domestic violence, veterans, elderly people and children.

In a fleet of 7 temperature-controlled, vans we pick up fresh, in-date food and deliver it, often within hours of collection, to over 100 charities. Our deliveries allow these charities to save valuable money which they can use to provide other vital services to their end beneficiaries.

We differ from other similar charities such as FareShare in that we provide the crucial 'last mile' delivery service and the ability to collect and distribute smaller quantities or short life food. City Harvest is FareShare's partner of choice for last mile collection and delivery in London, and they refer us to events and other situations where rapid response is needed to redistribute short life food.

Our knowledge of the individual community programmes we serve is unparalleled and it allows us to deliver the food that they really need when they need it. This means that we are making a significant impact on alleviating hunger and malnutrition in London.

City Harvest has grown significantly over the last year. We have taken a lease on a distribution centre/office in Acton with an industrial fridge/freezer and added three vans to our fleet. As a result of our success, and the fact that food waste has become an important topic of debate, we are being approached by more food donors than ever before. We have built a database of 850 community programmes in Greater London that could use our services in addition to charities that we currently support.

We have supplies of food and demand for it and an innovative model of getting surplus food to people in need. To dramatically increase our support for Londoners living in food poverty, we need to raise £2.7 million over the next three years to realise critical growth in our organisation. We are requesting a grant from the City Bridge Trust to cover the cost of our Warehouse Manager to allow us to scale up our operations by ensuring more efficient distribution of food donations.

City Harvest has employees and volunteers who have been beneficiaries themselves because this helps improve their lives while helping us to understand better the needs of our beneficiaries.

The charities we work with support people from a wide range of backgrounds and this diversity is reflected in our staff and volunteers.

If you need any planning or other statutory consents for the project to proceed, what stage have the applications reached?

Do you have a Vulnerable Adults policy? **Yes**

What Quality Marks does your organisation currently hold?

**Member of the London Living Wage Foundation.**

### **Outputs and outcomes**

What are the main activities or outputs you want to deliver? Please include no more than 5. By activities or outputs we mean the services, products or facilities you plan to deliver. If you plan to deliver work over more than one year you should include activities over the full grant period requested. Try to be specific.

**The warehouse manager oversees our staff of, on average, 20 volunteers per week sorting surplus food into crates, stacking them and preparing them for loading onto our vans for delivery to beneficiaries.**

**The warehouse manager selects the appropriate food for each recipient to be loaded vehicles for their multi drop delivery routes.**

**The Warehouse manager ensures the appropriate use of food storage technology and the adherence to Food and Safety rules.**

**The warehouse manager loads the appropriate crates onto the vehicles to ensure efficient offloading depending on the beneficiary charities on the routes.**

What main differences or outcomes do you hope the activities you have described above will achieve? Please include no more than 5. By differences or outcomes we mean the changes, benefits, learning or other effects that result from the work your project would deliver. These might be for individuals, families, communities or the environment.

**The warehouse manager position increases our capacity to distribute food by ensuring that collections of surplus food from donors and food delivered to our warehouse direct is quickly turned round and delivered to community programmes with a minimum time spent in the depot**

**The increased food handling capacity allows us to increase the number of deliveries per week to our existing beneficiaries and add new beneficiaries to our routes. This means more vulnerable Londoners can be fed.**

**The increased food deliveries result in the community programmes to whom we deliver saving more money that they would otherwise have to spend of buying food in and they can use this money to provide other vital services.**

**The efficient management of our volunteer workforce ensures they have a fulfilling time with us encouraging them to return to work with us again, to read the word about our work and to encourage their workplaces to become financial donors.**

Do you plan to continue the activity beyond the period for which you are requesting funding? If so, how do you intend to sustain it? If not, what is your exit strategy?

**Yes. The ongoing revenue costs will be funded through ongoing fundraising. We are currently in the process of recruiting a full-time fundraising manager to lead the delivery of our new fundraising strategy to secure sustainable long-term income.**

## Who will benefit?

### About your beneficiaries

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

**25,000**

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

**London-wide (100%)**

What age group(s) will benefit?

**All ages**

What gender will beneficiaries be?

**All**

What will the ethnic grouping(s) of the beneficiaries be?

**A range of ethnic groups**

If Other ethnic group, please give details:

What proportion of the beneficiaries will be disabled people?

**1-10%**

Revised

## J. Funding required

All the questions in this section refer to the specific project or area of work for which you are applying, NOT your organisation as a whole. If you have more expenditure or income lines than are available please group these on the form and provide a full breakdown in your detailed proposal. See the supporting documents guidance for more information on the detailed proposal.

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

Please list main expenditure headings and amounts

<b>Expenditure heading</b>	<b>Year 1 £</b>	<b>Year 2 £</b>	<b>Year 3 £</b>	<b>Total £</b>
Warehouse Manager – employment cost				<b>110,933</b>
Salary	32,000	32,960	33,949	
Employers NI contribution	3,250	3,347	3,447	
pension contribution	640	659	679	
<b>TOTAL</b>	<b>35,890</b>	<b>36,967</b>	<b>38,076</b>	<b>110,933</b>

### What income has already been raised?

Please list amounts and main sources

<b>Source</b>	<b>Year 1 £</b>	<b>Year 2 £</b>	<b>Year 3 £</b>	<b>Total £</b>
None				
<b>TOTAL</b>				

### What other funders are currently considering the proposal?

Please list funders and amounts

<b>Funders</b>	<b>Year 1 £</b>	<b>Year 2 £</b>	<b>Year 3 £</b>	<b>Total £</b>
None				
<b>TOTAL</b>				

### How much is requested from the Trust?

Please list main expenditure headings and amounts

<b>Expenditure heading</b>	<b>Year 1 £</b>	<b>Year 2 £</b>	<b>Year 3 £</b>	<b>Total £</b>
Warehouse Manager – employment cost	35,890	36,967	38,076	<b>110,933</b>
<b>TOTAL</b>	<b>35,890</b>	<b>36,967</b>	<b>38,076</b>	<b>110,933</b>

## Finance details

Please complete using your most recent audited or independently examined accounts.

Financial year ended:	Month: <b>March</b>	Year: <b>2017</b>
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Income received from:	£
Voluntary income	235,466
Activities for generating funds	0
Investment income	0
Income from charitable activities	2,557
Other sources	0
<b>Total Income:</b>	<b>238,023</b>

Expenditure:	£
Charitable activities	171,819
Governance costs	0
Cost of generating funds	336
Other	0
<b>Total Expenditure:</b>	<b>172,155</b>
<b>Net (deficit)/surplus:</b>	<b>65,868</b>
<b>Other Recognised Gains/(Losses):</b>	<b>0</b>
<b>Net Movement In Funds:</b>	<b>65,868</b>

Asset position at year end	£
Fixed assets	17,806
Investments	0
Net current assets	117,052
Long-term liabilities	0
<b>*Total Assets (A):</b>	<b>134,859</b>

Reserves at year end	£
Restricted funds	0
Endowment Funds	0
Unrestricted funds	134,859
<b>*Total Reserves (B):</b>	<b>134,859</b>

**\* Please note that total Assets (A) and Total Reserves (B) should be the same.**

### Statutory funding

For your most recent financial year, what % of your Income was from statutory sources? 0%
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### Organisational changes

Describe any significant changes to your structure, financial position or core activities since the date of your most recent accounts: We moved into a warehouse and distribution centre in Acton London W3 in April 2017. We have seen a significant increase in donations in the last financial year from a variety of sources including trusts and foundations, corporate donors as well as individual donors as reflected in our draft accounts. That has enabled us to increase the number of vans in our fleet.
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## Previous funding received

Please list the funding received by your organisation from the following statutory sources during the last THREE years.

	Year 3 £	Year 2 £	Most recent £
City of London (except City Bridge Trust)	0	0	0
London Local Authorities	0	0	9,800
London Councils	0	0	0
Health Authorities	0	0	0
Central Government departments	0	0	0
Other statutory bodies	0	0	0

## Previous grants received

Please list the grants received by your organisation from charitable trusts and foundations (other than City Bridge Trust) during the last THREE years. List source, years and annual amounts. Please include the 5 largest only.

Name of Funder	Year 3 £	Year 2 £	Most recent £
Goldman Sachs Gives	30,671	0	336,270
IGY Foundation	0	100,000	100,000
Stuart Powers	0	0	100,000
Redburn Europe	0	30,000	10,000
Sainsbury Family Trusts	0	0	35,000

## 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: **Tyrrell Young**

Role within                      **Trustee**  
Organisation: