

The City Bridge Trust

Bridging Divides: Application for a grant



About your organisation

Organisation Details

Name of your organisation: Blind in Business Charitable Trust	
If your organisation is part of a larger organisation, what is its name?	
In which London Borough is your organisation based? City	
Contact person: Mr Dan Mitchell	Position: Training & Fundraising Manager
Website: http://www.blindinbusiness.org.uk	Social Media Accounts: #blindinbusiness
What Quality Marks does your organisation currently hold? NA	

Legal Status

Legal status of organisation: Registered Charity			
Charity Number: 1011957	Company Number:	CIC Number:	Bencom Number:
When was your organisation established? 01/06/1992			
Aims of your organisation:			
1 To give employers confidence to take on blind people.			
2 To help blind and visually impaired students and graduates to achieve graduate recruitment scheme jobs.			
3 To raise the aspirations and abilities of young blind people so they can find their first good job.			
4 To take young people away from depending on State benefits and into training for good jobs.			
5 To give parents and carers of blind people the understanding of what their children can do in the future, with the professional technology advice of Blind in Business.			
6 To help young blind and visually impaired people to build their confidence and aspirations of what they can do in the future.			

Main activities of your organisation:

We offer a Training Service which gives career planning to blind and visually impaired children aged 13-16.

We offer a Employment Service for undergraduates and graduates (most of them afflicted by poverty, disadvantage and need) to help them to their first good job.

We travel throughout the UK, working with children and their parents, students and graduates so they develop confidence to match their abilities and move into graduate jobs.

We work with employers so any anxiety or nervousness about taking on blind young people is defused and they do.

We show parents/carers of blind children what they can achieve so their children develop the confidence, with it, to go to University and get good jobs.

We do this work from our office in the City. We do not charge for our services.

Your Staff & Volunteers

Full-time:	Part-time:	Trustee/Board members:	Active volunteers:
4	2	8	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 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	6 months - renewing now

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

We promote environmental excellence through all our activities and raise awareness with users.

In the last year we have been working towards a paperless office. We have also reduced our electricity bills by 30%.

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:	£180,993	£200,000	£200,000
Earned income:	£0	£0	£0
Other income:	£567	£600	£600
Total income:	£181,560	£200,600	£200,600
Charitable activity costs:	£185,562	£185,000	£185,000
Cost of raising funds:	£30,851	£30,851	£30,851
Other costs:	£4,450	£4,450	£4,000
Total expenditure:	£193,863	£195,000	£185,000
Free unrestricted reserves held at year end:	£185,857	£180,857	£190,000
What is your organisation's reserves policy?			
"The Trustees aim to ensure that reserves of at least 9 months of expenditure are maintained. This will enable the charity to operate soundly even during a slowdown of fundraising and be wound-up in a orderly fashion of the event of a decision by the Trustees to cease operations. The level of reserves required is reviewed and agreed annually. The Trustees look favourably on a year's reserves". Annual report and accounts.			
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.

NA

Grant Request

Under which of City Bridge Trust's programmes are you applying?

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/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 blind and visually impaired Londoners towards graduate employment and working directly with employers to raise their confidence in employing those with little or no sight.

When will the funding be required? **03/12/2018**

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:

£42,000

Year 2:

£42,000

Year 3:

£0

Year 4:

£0

Year 5:

£0

Total Requested: £84,000

You and your grant request

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

We are applying for the salary of our Employment Manager (£37,000) and a contribution of salary for our Training Manager to conduct life coaching sessions (£5,000) Total £42,000 a year for two years.

The work they deliver is helping blind and sight impaired people into good graduate jobs.

The work will be carried out in our office in the City of London, helping the most isolated blind and sight impaired people throughout all London boroughs.

This work has been done since 1992 and we wish to continue it because there is a need for it now and for the foreseeable future.

What are the changes you hope to achieve?

The changes are that those with little or no sight will have improved confidence in their own abilities to find and secure employment in London, and actually **WILL** achieve these jobs.

Isolated blind and sight impaired people will come to our office in the City and work seriously with us until they secure a good job.

We will change their negative views regarding employment and help to transform them into confident people and develop their personalities to become more employable. We will do this with employers as well.

This work has progressed over the three years you have funded it, as it has done in the past.

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

There are some 400 blind and visually impaired young people at University each year. We work with 100 or so of them and 60 get very good graduate recruitment scheme jobs. Part of the need is thus filled but there are up to 300 others who need our work.

The need grows because parents/carers of those with little or no sight can over-protect their children. They have decisions made for them, they often can't think for themselves. This creates isolation and often negative stereotypes in candidates.

We want to continue the work you have funded, as there is a great need for it. We want to continue with the support and direction we have already given our current candidates and help new candidates as they progress through their final year of University into a good job.

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

The work will be delivered in our office in the City and also at external events with employers in the City.

We work with each client individually to help them towards employment with good CVs and suitable application letters, practise interviews - all the things needed to achieve a job. We will continue to work with up to 120 people a year.

We shall continue using our monitoring framework which we developed with your guidance so we can help as many people as possible into work.

We shall use our network of employers to offer mock interviews with these candidates which shall make them more prepared for the recruitment process.

The events we will deliver will help blind and sight impaired people to become more employable and develop their confidence in their own abilities.

We will show blind and sight impaired people the right technology to cope in the workplace.

Why are you the right organisation to do this work?

We are experts in sight loss. Two of the four staff are visually Impaired.

We understand the needs of our clients based on our experiences of working in the fields of employment, specifically for disadvantaged people.

The ethos of this small, City charity exists to develop the confidence and aspirations of those with little or no sight so they achieve good (graduate) jobs.

As the years progress the staffs' knowledge and experience expands. We and the Board have over 30 years experience helping such people and our way of doing it is firm but sympathetic so that our candidates (who are often nervous and unconfident) enjoy coming to this office and doing hard and serious work with us. This includes them talking with employers: over the years we have got to know most employers especially in the City and can call on many law firms, banks, insurance and other companies.

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

We remain unique in what we are offering. We are the organisation others in the sector refer people towards with regards to helping people into work. No other organisation does what we do.

We complement other work done with those with little or no sight, as we are helping people to their goals in life. To accept their sight loss and to move on and work. Not to be hindered by their disadvantage in life, but to use their ability not disability to progress to an independent life not dependent on State benefits.

We do not duplicate any work in the arena.

How will this proposal meet the Programme Outcome(s) under which you are applying?

1 Londoners experiencing inequality or disadvantage are support to become more independent

We meet this priority because our clients face inequality from those with sight and also employers preconceptions regarding what they can do in the workplace. Or can't do.

We support these people to become independent and to make the positive transition from education to employment.

2 Vulnerable and disadvantaged Londoners become more resilient and empowered to make positive choices.

Our candidates are vulnerable and disadvantaged because of their sight loss and often further sight deterioration, together with their isolation and lack of confidence in their own abilities.

We help them to become resilient and empower them to make positive choices about their lives.

We develop them to make the right choices in life, by showing them how to support themselves and think about their future and to turn those thoughts into action and results.

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

We run monthly focus groups for candidates we are working with and also those we have placed into work. We do this to make sure we are helping people in the right way and also making sure that we adapt to current trends. The people themselves tell us clearly how their needs are being met.

We also make sure we gauge candidates' confidence before we work with them and after.

We monitor all feedback and take-on-board the feedback we receive, so we may improve the service. We carry out surveys of all our past clients to see how well - or badly - we have worked with them. The results each time are very favourable. They are borne out by the fact that most of them achieve very good graduate jobs and recognise that they would not be able to do this without our help.

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 engage candidates by offering a service that meets their needs. We explore new areas to create changes in the industry. For example, we have trailed a gaming project, helping those with little or no sight to play computer games and virtual reality. This is done in the hope of changing the fully sighted gaming community and to make games more accessible. We do these new projects because clients express a need for change, then we react.

These projects and our focus groups show us what clients want and how current and old (Alumni) candidates can work together to make the sighted world more inclusive to them.

We are now recruiting blind and visually impaired young people to be Trustees. We already have four visually Impaired Trustees. This shows how committed we are to the views of our clients. Certainly we work with people who are indeed particularly excluded.

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 has been identified as blind and visually impaired graduates and undergraduates. They have often gone through life with an eye condition that has changed, often deteriorated. For some this is sudden and they need great help, for others it is over time and again they need our help to develop the confidence to cope with it.

We include elements that incorporate early action by meeting with many parents of blind and visually impaired children and the children themselves so that our early action leads to them to know about and use IT and confidence to move to A-levels and University.

The other work of this charity focuses on giving students with little or no sight the confidence to make career decisions. We developed this work to combat poor career development offered to blind and visually impaired people eg basketmaking, piano tuning and shampoo filling.

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

The Board is made up of City people with the widest experience of employment and we work closely with them to introduce our candidates before they might apply for a graduate job.

We deliver this work ourselves, but we also involve employers. We need their support to host events and to also take part in events as interviewers. But more importantly, to take on blind and sight impaired people. Without them, we don't exist. We have good relations with many employers, especially in the City so they take our candidates. Those who have won the job (against up to 3,000 competitors) help us to send others to achieve jobs themselves.

We work closely with organisations such as Rothschilds, The Bank of England, Ashursts, Allen & Overy, the Foreign Office, the whole Civil Service, Metropolitan Police, BBC, Microsoft - for jobs that have intense competition and at which our candidates succeed.

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 feel the main theme is coping. Often coping with the sight they have or often coping with what knowledge they have regarding sight loss.

Many candidates only know what's technology there is if they have been informed. especially the latest technology, about which we know. Many cope with their sight and struggling in life not knowing about what careers are open to them. This is why we exist, to change the coping into knowledge and the knowledge into power to start making informed decision for yourself and move to an independent life.

For many they also have to think positive about surviving with sight loss. Even coming to terms with the little sight they have, can have a major effect on their interest in life.

They adapt by working with us and they thrive by achieving the graduate jobs they want.

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

We encourage a paperless office. We make sure that candidates complete job applications do not print their applications, but they use the specialist technology we have in our office to access any printed information they have been provided.

We also encourage candidates to complete online application forms and also e-mail their applications.

Within the last 12 months this has seen a reduction of 85% of printed information in our office.

What are the main activities or outputs you want to deliver?

Career/education/ training guidance:

Each client will have a individual plan shaped towards their needs. This will be shaped by the clients' needs and goals. this will be assessed regularly and be at the forefront of each clients progression.

Life coaching:

Dan Mitchell a qualified life coach at Blind in Business will work with each client to make sure they are on-track with their progression but most importantly help them believe in themselves.

Technology awareness:

Each person will have to try technology to help them cope at home and eventually within education / the workplace. We have a library of latest technology to help each client. We develop the technology solutions and update them when new technology emerges.

What 3 main differences or outcomes do you hope the activities you have described above will achieve?

Confidence: each client will have improved confidence in their own ability. They will have reversed the negatives of sight loss over time.

Aspirations: Clients will have clear ideas of what they wish to progress towards with regards to education/training or employment.

Life changes: positive futures will be creating with our support for each person, even if they have suffered sight loss already or recently. Each year we can and do help 60 (at least) young people in London to further education or employment.

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 Manager Salary	37,000	37,000	0	0	0	74,000
Training Manager - Life Coaching	5,000	5,000	0	0	0	10,000
TOTAL:	42,000	42,000	0	0	0	84,000

What income has already been raised?

Source	Year 1	Year 2	Year 3	Year 4	Year 5	Total
You are the only funder we have approached.	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
You are the only funder.	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
Employment Manager Salary	37,000	37,000	0	0	0	74,000
Training Manager - Life Coaching	5,000	5,000	0	0	0	10,000
TOTAL:	42,000	42,000	0	0	0	84,000

Who will benefit?

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

120

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?

Blind and visually impaired people only - children, parents, students and graduates

This project will specifically work with the following age groups:

16-24,25-44

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)

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:
Blind and visually impaired people only - children, parents, students and graduates

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

We shall use our expertise and networks specifically within the education sector. We know all the networks and places to find these people as we have done so since 1992.

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: **Dan Mitchell**

Role within **Training & Fundraising Manager**
Organisation: