

The City Bridge Trust

Bridging Divides: Application for a grant



About your organisation

Organisation Details

Name of your organisation: Kalayaan	
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 Rita Gava	Position: Director
Website: http://www.kalayaan.org.uk	Social Media Accounts: @kalayaan
What Quality Marks does your organisation currently hold? Kalayaan is regulated by the Office of the Immigration Services Commissioner, OISC n. N201200050	

Legal Status

Legal status of organisation: Registered Charity			
Charity Number: 1146596	Company Number: 7968872	CIC Number:	Bencom Number:
When was your organisation established? 01/04/1987			
AIMS of your organisation: Kalayaan's aim is to improve the quality of life of migrant domestic workers. Isolation within the employer's household and language barriers make them particularly vulnerable to exploitation and abuse. They rely on their employer for work, accommodation and immigration status, and for information about their rights in the UK. Most of our beneficiaries are women. Many have been trafficked to the UK for domestic slavery. Changes in law in 2012 removed most of their rights: those arrived before 2012 retain the right to renew the visa and eventually settle, but those arrived afterwards obtain a temporary, non renewable 6-month visa, so if they escape abuse they have very limited options. Kalayaan's goals are: to increase migrant domestic workers' knowledge of their rights and ability to exercise them to identify victims of modern slavery and ensure they get adequate support to increase access to justice to raise awareness among policy makers on issues affecting migrant domestic workers to reduce their isolation			

Main activities of your organisation:

Our main activities are:

- 1:1 legal advice on immigration and employment rights
- identification of victims of trafficking and referrals into the National Referral Mechanism so that victims can receive the support and assistance to which they are entitled under the European Convention on Action against Trafficking
- form checking service for migrant domestic workers applying for visa renewal or settlement
- referrals to pro bono/Legal Aid immigration and employment solicitors
- provision of free literacy and English classes
- policy work aimed at Improving legislation affecting migrant domestic workers

Your Staff & Volunteers

Full-time:	Part-time:	Trustee/Board members:	Active volunteers:
5	1	6	20

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

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

Kalayaan has been following recycling and minimum paper consumption procedures for many years.

We are conscientious about recycling paper, packaging, food packaging, ink cartridges, water filters, etc.

We only heat the rooms that are in use at the time.

We dispose of electrical equipment responsibly.

We print double-sided and only when necessary.

We travel to meetings and events by public transport.

In the last year we also focused on training service users, particularly those attending the English classes (where food is often shared before and after lessons), on recycling food packaging and other materials. With the help of the English teachers, this subject was introduced also as a way of learning new English vocabulary, combining the two educational purposes.

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:	£234,112	£240,000	£0
Earned income:	£0	£0	£0
Other income:	£0	£0	£0
Total income:	234,112	£240,000	£0
Charitable activity costs:	£217,314	£231,250	£0
Cost of raising funds:	£216	£250	£0
Other costs:	£3,733	£4,000	£0
Total expenditure:	£221,263	£235,250	£0
Free unrestricted reserves held at year end:	£98,730	£100,000	£0
<p>What is your organisation's reserves policy? The trustees decided years ago that it would be prudent to build up sufficient general reserves to cover at least three to four months of core operating expenditure. This is thought to be necessary to cover any short-term reduction in restricted fund income, which makes up the bulk of Kalayaan's funds. Free reserves have been at a healthy level for a number of years now.</p>			
<p>For your most recent financial year, what % of your income was from statutory sources? 1-10%</p>			

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/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 offer specialist advice and support to migrant domestic workers who have suffered abuse and exploitation, especially victims of modern slavery

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)
yes, this is ongoing work done by several staff, we are applying to cover

How much funding are you requesting?

Year 1:	Year 2:	Year 3:	Year 4:	Year 5:
£54,200	£56,850	£59,650	£61,950	£63,750

Total Requested: £296,400

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

At least 150 migrant domestic workers a year will have increased knowledge of their immigration and employment rights and will be empowered to make informed choices regarding their future and access justice.

At least 70 migrant domestic workers a year will have more control on the visa renewal and settlement application process and will be more independent from their employers with regards to their immigration status.

At least 30 victims of modern slavery a year will receive the support they are entitled to under the Council of Europe Convention on Action against Trafficking in Human Beings and will be able to start rebuilding their lives

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

20 one-to-one advice sessions per week: clients receive information about their immigration and employment rights, have an assessment of their situation and are presented with their options. Advice includes a form checking service for people applying for visa renewal or settlement

Identification of victims of modern slavery and referrals into the National Referral Mechanism for further support and accommodation. On average, Kalayaan refers about 35 individuals a year.

You and your grant request

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

Kalayaan would like a contribution to the cost of its advice and support services to migrant domestic workers living in London. We are applying for the salary of one immigration lawyer and associated service delivery costs. The immigration lawyer is already in post, and will continue to provide face to face advice, casework, visa renewal and settlement application form checking services, trafficking assessments and NRM referrals, and expert witness reports in support of trafficking cases.

How will the project described achieve your stated outcomes?

Kalayaan aims to empower migrant domestic workers who are at disadvantage because of the isolated nature of their job and their lack of knowledge of their rights in the UK. By providing information on their rights and supporting them in exercising them, Kalayaan aims for the following changes for migrant domestic workers:

- they will have increased knowledge of their immigration and employment rights and will be able to make informed choices
- they will be more empowered to renew their visa and apply for settlement without depending on their employer or expensive solicitors
- they will take legal action to regularise their immigration status where possible
- they will be better equipped to negotiate with employers
- they will take legal action to claim their employment rights
- victims of trafficking for domestic servitude will receive the statutory support they are entitled to
- they will have a support network and feel less isolated

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

Kalayaan's services are always oversubscribed. We provide advice to over 200 people each year. The majority of migrant domestic workers have little knowledge of the rules and restrictions of their Overseas Domestic Worker visa, and little money to access private solicitors. Our service users come on a specific visa, with specific rules and restrictions, and need specialised advice. As we work solely with this client group, we have specialised knowledge of all immigration law relating to the Overseas Domestic Worker visa.

Visa and settlement applications are very complex and workers often depend on employers or expensive solicitors to help them, but we offer a free form checking service.

In addition, many migrant domestic workers have only Sunday off. In order to meet their need, we offer advice session every Sunday. We also specialise in the identification of victims of trafficking for domestic slavery, which without expertise can go undetected.

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

Kalayaan offers at least 20 one-to-one advice sessions weekly. New clients receive information about immigration and employment rights, an assessment of their situation, and are presented with options to access their rights, regularise their status etc. We thoroughly assess working conditions to spot indicators of modern slavery, and if necessary arrange a full assessment and NRM referral. On average we identify and refer over 35 victims a year.

Existing clients come to discuss immigration or employment issues, and have their applications for visa renewal or settlements checked. Often employers are unwilling to help with these complex forms, and solicitors would charge over £700. Not only do we check the forms for free, but make sure applicants understand the requirements and are in control of the process. On average we check over 70 applications a year.

We also refer to Legal Aid or pro bono solicitors for free representation.

Why are you the right organisation to do this work?

Kalayaan is the only UK advice organisation that works specifically with migrant domestic workers. We have been operating since 1987 and we have built a strong relationship of trust with the migrant domestic workers community in London. The vast majority of our service users come following recommendations of former users.

All Kalayaan advisers are qualified to give immigration advice and have expertise on the specific immigration rules on overseas domestic workers. We have two immigration lawyers and three Immigration advisers regulated by the Office of the Immigration Services Commissioner (OISC).

Due to its recognised expertise on migrant domestic workers, in 2009 the Home Office nominated Kalayaan First Responder: we are one of few designated frontline organisations that can identify victims of modern slavery and make referrals to the Competent Authorities through the National Referral Mechanism (NRM).

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

There are no other UK advice organisations that work specifically with migrant domestic workers.

As First Responders, we support other organisations, law centres and solicitors who refer potential victims of modern slavery for assessment and NRM referrals.

Kalayaan is a member of the Anti-Trafficking Monitoring Group, a coalition of leading UK-based anti-trafficking organizations, who monitor the British Government's implementation of the Convention and makes recommendations.

Kalayaan works closely with other anti-trafficking or migrant rights organisations, such as Anti-Slavery, Amnesty International, the Anti-Trafficking and Labour Exploitation Unit (ATLEU), Unite the Union, and Liberty.

Kalayaan also has close relationships with migrant domestic workers self-help groups, such as the Voice of Domestic Workers (within Unite the Union), Kanlungan, The Filipino Domestic Workers Association and the Indonesian Networking Development United Kingdom. These organizations refer people to us for advice and we refer our service users to them when they need the support of their community.

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

Kalayaan firmly believes in service users' participation, at all levels of the organisation. Kalayaan's constitution states that migrant domestic workers will always be represented on the Board of Trustees. This ensures that our service users are fairly represented and that all strategic reviews receive an input based on direct experience. Currently we have one former service user sitting on the board, and we are recruiting for another one.

We also organise regular consultations with our beneficiaries, both to get feedback and suggestions on direct services and to involve them in policy work. We collect. Recently, for example we worked with a focus group of domestic workers to make policy recommendations to the Home Office with regards to the information meetings they are planning to run for newly arrived overseas domestic workers.

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 beneficiaries often experience exclusion, both because they live in isolated conditions within the private household, (sometimes kept in conditions of slavery and not allowed out at all), and also because of their limited knowledge of their rights, (often worsened by limited knowledge of the English language), which makes them vulnerable to exploitation.

Kalayaan has very strong connections within the community of migrant domestic workers in London, and thanks to the relationship of trust with former service users and with several self-help community groups, we are able to reach migrant domestic workers who have just escaped from abusive situations, or even when they are still trapped (if they can somehow communicate with the outside world), because they are referred to us by members of their community. This means that we can also rely on the community for practical and emotional support of new service users.

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 will primarily support victims of modern slavery: if they have just escaped their trafficker, they will be in a phase of identifiable acute need: homeless, destitute, no support system, no documents, possibly a precarious immigration status, in many cases traumatised and possibly in need of medical help or counselling. Kalayaan will support them by referring them into the NRM and ensuring that they receive the support they are entitled to.

As described, Kalayaan also provides immigration advice to other migrant domestic workers. In particular, it supports domestic workers who need to renew their visa or want to apply for settlement. In these cases, our work can be considered preventative: by ensuring that applications are correctly filled and that the relevant supporting documents are provided, we prevent vulnerable migrant domestic workers from the risk of having their applications refused and potentially becoming undocumented.

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

Kalayaan works closely with the migrant domestic workers' community, to continue to spread information about our organisation by word of mouth, particularly with former service users, who bring new individuals in need to us.

We also need interpreters, to ensure proper communication and assessment of clients who speak no or little English. We have a contract with a telephone interpreting provider.

We rely on our network of community groups to provide practical and emotional support.

We have a network of Legal Aid and pro bono solicitors to whom we refer clients in need of free representation.

For clients whom we refer into the NRM, we work with the government's contracted Victim Care Co-ordinator, to ensure they deliver adequate statutory care to victims of modern slavery. Currently the contractor is the Salvation Army, and we work with their main sub-contractor for London, Hestia.

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 domestic workers whom Kalayaan identifies as victims of slavery, the journey starts at the surviving stage, with acute needs: homelessness, destitution, no proof of ID or immigration status. Through the NRM referral clients move, physically and mentally, to safety, and can start recovering. Kalayaan supports their journey by liaising with statutory providers and solicitors, monitoring that all needs are addressed. If the Home Office concludes the client was a victim of slavery, Kalayaan ensures she knows and exercises her right to apply for discretionary leave or a 2-year domestic worker visa. A regular status and the right to work can dramatically improve the client's quality of life.

Other clients coming for advice may be at a different stage of their journey, perhaps adapting to life in the UK, learning to negotiate the immigration rules. Kalayaan helps them to gain knowledge and confidence and be more in control.

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

Kalayaan already adheres to a green policy, and we will continue to ensure that all staff, volunteers and service users, are informed of our recycling procedures and adopts them when using the centre.

Funding required for the project (SUBSEQUENTLY REVISED)

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

Expenditure heading	Year 1	Year 2	Year 3	Year 4	Year 5	Total
staff cost (salary, ENIC, pension)	148,000	152,500	160,000	168,000	173,000	801,500
Rent and rates	28,000	28,000	28,000	30,000	30,000	144,000
Clients costs	8,500	8,800	9,100	9,400	9,700	45,500
Office costs	21,200	21,900	22,700	23,500	24,300	113,600
Other staff costs	8,300	8,600	8,900	9,200	9,500	44,500
Governance	4,500	4,700	4,800	5,000	5,200	24,200
Contingency (10% excl. salaries)	7,000	7,300	7,500	7,800	8,000	37,600
TOTAL:	225,500	231,800	241,000	252,900	260,000	1,210,900

What income has already been raised?

Source	Year 1	Year 2	Year 3	Year 4	Year 5	Total
Oak Foundation	50,000	50,000	0	0	0	0
Esmee Fairbairn Foundation	50,000	50,000	0	0	0	0
Barrow Cadbury Trust	35,000	0	0	0	0	0
Other grants and donations	46,000	0	0	0	0	0
TOTAL:	181,000	100,000	0	0	0	0

What other funders are currently considering the proposal?

Source	Year 1	Year 2	Year 3	Year 4	Year 5	Total
Samworth Foundation	15,000	35,000	35,000	20,000	0	105,000
Big Lottery Fund	50,000	50,000	50,000	0	0	150,000
Tudor Trust	25,000	25,000	25,000	0	0	75,000
other funders	0	50,000	50,000	50,000	0	150,000
TOTAL:	90,000	160,000	160,000	70,000	0	480,000

How much is requested from the Trust?

Expenditure heading	Year 1	Year 2	Year 3	Year 4	Year 5	Total
Staff cost (salary, ENIC, pension)	38,700	41,000	43,500	45,000	46,500	214,700
Rent and rates	5,600	5,600	5,600	6,000	6,000	28,800
Clients costs	1,700	1,750	1,800	6,000	6,000	9,000
Office costs	4,300	4,400	4,500	4,700	4,800	22,700
Other staff costs	1,600	1,700	1,750	1,800	1,850	8,700
Governance	900	950	1,000	1,050	1,100	5,000
Contingency	1,400	1,450	1,500	1,550	1,600	7,500
TOTAL:	54,200	56,850	59,650	61,950	63,750	296,400

Who will benefit?

How many people will directly benefit from the grant per year?
200

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

This project will specifically work with the following gender groups:
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)
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:
migrants who have entered the UK on an overseas domestic worker (ODW) visa

How will you target the groups/communities you have identified? What is your expertise in providing services for these groups?
we have been supporting the migrant domestic workers' community for 31 years, we are well trusted and recommended. We have specialised knowledge on the ODW visa and are also First Responders in the identification of victims of modern slavery

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?
We already offer advice services on Sundays, the only day off for many domestic workers, and we use interpreters when service users cannot communicate in English

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: **Rita Gava**

Role within **Director**
Organisation:

N. Funding required

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

	Y1	Y2	Y3	Y4	Y5	TOT
Staff costs	38700	41000	43500	45000	46500	214700
Rent and rates	5600	5600	5600	5600	5600	28000
Clients costs	1700	1750	1800	1850	1900	9000
Office costs	4300	4400	4500	4700	4800	22700
Other staff costs	1600	1700	1750	1800	1850	8700
Governance	900	950	1000	1050	1100	5000
TOT	52,800	55,400	58,150	60,000	61,750	288,100

What income has already been raised?

None for this project

What other funders are currently considering the proposal?

None at present

How much is requested from the trust?

	Y1	Y2	Y3	Y4	Y5	TOT
Staff costs	38700	41000	43500	45000	46500	214700
Rent and rates	5600	5600	5600	5600	5600	28000
Clients costs	1700	1750	1800	1850	1900	9000
Office costs	4300	4400	4500	4700	4800	22700
Other staff costs	1600	1700	1750	1800	1850	8700
Governance	900	950	1000	1050	1100	5000
TOT	52,800	55,400	58,150	60,000	61,750	288,100

