

The City Bridge Trust

Bridging Divides: Application for a grant



About your organisation

Organisation Details

Name of your organisation: Independent Living Agency (ILA)	
If your organisation is part of a larger organisation, what is its name? N/A - ILA is independent	
In which London Borough is your organisation based? Barking & Dagenham	
Contact person: Mr. Terry Miller	Position: Co-ordinator
Website: http://www.independentlivingagency.org	Social Media Accounts: https://www.facebook.com/pg/Independent-Living-Agency-372050662882606/about/?ref=page_internal
What Quality Marks does your organisation currently hold? Advice Quality Standard in Generalist Advice	

Legal Status

Legal status of organisation: Charitable company			
Charity Number: 1064099	Company Number: 3370858	CIC Number:	Bencom Number:
When was your organisation established? 15/05/1997			
Aims of your organisation: Main Aims - the overriding aim of the ILA is to raise awareness of the number of options for disabled people regarding their care needs and work towards ensuring that they have the choice as to how this is managed. The ILA will ensure that disabled people will :- ? have raised awareness, access to information and support to make informed decisions as regards independent living as it applies to themselves and their families ? be supported towards living independently and ultimately live independently if they so choose ? be offered the choice to live independently and provided with resources to be able to do so			

Main activities of your organisation:

ILA offers the following activities to disabled people:-

1. The 'Choices' Project -- 'Choices' provides floating advocacy, support, information, encouragement / assistance with finding accommodation and training on daily living skills.
2. Financial Management Services -- we organise and facilitate the management of direct payments or individual budgets by professionals to ensure the financial aspects of their lives are addressed.
3. Payroll Service -- in order to support disabled people employing their own staff as part of their personal budget management, ILA arranges and facilitates a payroll service thus making this task easier for them.
4. Accessible Transport -- we provide fully wheelchair accessible transportation for all clients enabling them to participate in a community life e.g. to access services and activities.
5. Equipment Service -- ILA provides simple aids for daily living for disabled people to utilise in the home or in the community.
6. Cleaning and Gardening Services -- carried out by DBS (Security Cleared) staff.

Your Staff & Volunteers

Full-time:	Part-time:	Trustee/Board members:	Active volunteers:
12	16	6	3

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?
Leased	2 years

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

In terms of reducing our carbon footprint, at ILA we --
 operate a car share scheme to and from work with staff
 set PCs not in use to be powered down
 switch off lights that are not in use.
 recycling paper waste
 purchase sustainable paper for printing.
 and recycling the printer toner(s) and batterle(s).

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:	£219,646	£242,905	£210,638
Earned income:	£424,550	£405,088	£413,190
Other income:	£0	£0	£0
Total income:	644,196	£647,993	£623,828
Charitable activity costs:	£268,074	£270,614	£243,537
Cost of raising funds:	£0	£0	£0
Other costs:	£387,912	£382,944	£376,731
Total expenditure:	£655,986	£653,558	£620,268
Free unrestricted reserves held at year end:	£81,100	£75,535	£79,095

What is your organisation's reserves policy?

The directors have considered the reserve policy and have concluded that the minimum reserve to be maintained should be at a level which ensures that the charity's core activities could continue for a period of 3 months during a period of unforeseen difficulty. Based on projections for the year ending 31 March 2018 the minimum reserve would be £60,000.

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.

N/A

Grant Request

Which of the Trust's programmes and priority areas will your application deliver? Positive Transitions/Disabled people (choice and control)				
Which of the programme outcome(s) does your application aim to achieve?				
Please describe the purpose of your funding request in one sentence. Enabling disabled people to develop skills to assist themselves and their [disabled] peers research and arrange their own services from their personal budgets thus managing independent living, choice and control.				
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				
How much funding are you requesting?				
Year 1:	Year 2:	Year 3:	Year 4:	Year 5:
£33,081	£33,661	£0	£0	£0
Total Requested: £66,742				

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

<p>[Service Users] Disabled people in receipt of personal budgets will :-</p> <ul style="list-style-type: none"> ? have choices regarding community care, services and activities they can access ? Improve their mental / physical health ? develop personal and financial independence ? make most effective use of their personal budgets / disability living allowances
<p>[Peer Support Brokers] Disabled people seeking personal development will :-</p> <ul style="list-style-type: none"> ? access new training opportunities, improve their skills and learn new skills ? build confidence in their own abilities ? become 'employment ready' and access further training ? gain employment and/ or voluntary opportunities ? develop personal and financial independence

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

<p>Peer Support Brokers (PSB's) -- opportunities for 10 disabled people annually [20 over 2 years] to train and become accredited PSB's. They will use new skills to develop activity plans for their peers to manage their personal budgets and they can also be engaged privately as a source of employment.</p>
<p>PSB's work towards their accreditations and attend weekly 1-1 and monthly group study sessions 3-6 months post the training to complete accreditation coursework; PSB's undergo a personal plan on future development goals e.g. further training, volunteering or entering [self] employment or other paid employment.</p>
<p>PSB's supporting service users [20 disabled people over 2 years] to update / modify their personal plans and access community care, services and activities as appropriate [if circumstances change]. Each PSB to complete support plan post accreditation for a minimum of 1 service user.</p>

You and your grant request

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

A request for 2 years of additional funding is being sought by the trust to continue delivering the accredited PSB training programme of which will allow us to provide opportunities no less than 20 more people with disabilities [10 per year] to train, become accredited and engaged as Peer Support Brokers in the local area, enabling them to assist themselves and other disabled peers, to develop their confidence, become engaged in the community, take on other training opportunities, and gain voluntary and/ or paid employment. The project requires funding for the trainer, accreditation, the expenses associated with training delivery and moderation, travel costs, the project co-ordinator to support the learners, and overheads for ILA to manage the project.

How will the project described achieve your stated outcomes?

Within the further 2-year programme, disabled service users [a minimum of 20] will be able to access a range of services supported by the Peer Support Brokerage Team. The service will provide intensive consultancy which includes information, advice and advocacy [on a 1-1 basis] to allow them to draw out their own support plan using their own money [their personal budget] with the support of the accredited Peer Support Brokers. By increasing service user's choice and personal management over their care, we initiate the process leading to independence which is crucial for all disabled people, particularly those newly diagnosed as they can continue their lives with minimal change which were independent before their disability. Disabled people seeking personal development opportunity will all be entitled to be trained and supported 1-1 to become PSBs and those who complete the accreditation can deliver support services to individuals in receipt of personal budgets.

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

The boroughs State of the Sector 2018 report and manifesto identifies Barking and Dagenham as one of the most deprived boroughs in London. The borough accommodates 10,750 disabled adults of working age who lack skills e.g. illiteracy and innumeracy and therefore they are not capable of managing finances yet are being awarded personal budgets of up to £10,000 to spend on their care. There is a lack of impartial, quality advice provision to advise disabled people on how to plan, spend and manage their personal budgets; as such many simply use council provided services. Disabled people therefore have a lack of choice, opportunity and are not accessing the most effective/ appropriate services for their needs as they do not have knowledge to make informed decisions. The ethos of independent living is not being promoted as disabled people do not have adequate skills and knowledge to make their own choices.

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

Training to be delivered over 7 days entailing safeguarding/ direct payments, 6 accredited Peer Support Brokerage sessions, weekly 1-1 sessions with the project co-ordinator and monthly group study sessions for up to 6 months post start date to ensure adequate time is given to support individual and group learning styles. Project Co-ordinator develop personal plans with each learner to see how best to meet their expectations/ future goals.

Overseeing and monitoring learners health and wellbeing and engagement pre/during and post the course. Continue to update the Peer Support Brokerage publicity off and online to promote the service to potential service users; both statutory and private. Project Co-ordinator to continue to talk up, make presentations on and represent the training and the Independent Peer Brokerage Service in forums, and with other agencies across Barking and Dagenham and surrounding localities. Continue to maintain exchange and links between previous cohorts through PSB Forum.

Why are you the right organisation to do this work?

We are the right organisation to deliver this work because Independent Living Agency is a service user led organisation by a group of people with impairments with the purpose to support people receiving Direct Payments. ILA hold 23 years of experience working with disabled clients in Barking and Dagenham and surrounding boroughs. ILA initially received funding to support 4 people in Barking and Dagenham and currently support over 1500 people in the local area. We assist disabled people who choose to employ their own personal assistance. We also provide impartial information, training and support through our work to disabled people in which enables them to have physical, financial and psychological independence in order to live in the community with more choice and control over their lives. This choice and control is fundamental to independent living and the basis on which the ILA is formed, hence our name.

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

We work in strong partnerships and collaboration with all the local advice agencies, health authorities, adult intake teams, and sit on strategic forums with local councils, including Barking and Dagenham Council and Council for Voluntary Service to ensure we remain up-to-date, compliant and compliment and not compete with other groups or organisations in the borough(s) we work in. In terms of this project in particular, we have worked very closely with the sensory teams, the health and well-being co-ordinators, the voluntary sector, the job shops, and community solutions teams to ensure we are reaching out to those disabled service users who may not already be known to us and our services and who may want more hand holding from the trusted agency they are engaged in to encourage them into the service and take up the offer of this project.

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

The co-ordinator meets all trainees informally wanting to engage in the project (including people experiencing mental health difficulties and people with learning disabilities). The co-ordinator works with each trainee to ensure that the right adjustments can be made to accommodate everyone e.g. manuals in large print if partially sighted trainee. Co-ordinator monitors all feedback, verbal and paper feedback from all cohorts and shares information with management which has assisted in getting a quieter training room, the workbook being adapted, and including an ILA induction session enabling preamble to the training to include safeguarding. Co-ordinator attends CVS loneliness and mental health meetings and various support forums to ensure the project listens, responds and represents the views and needs disabled people that have come through the project to date. Accredited PSBs then share their views and needs of their with clients and experiences with local authorities within the PSB forum.

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 gives back choice and control to disabled people who have a lack of independent choices, opportunities and are not accessing the most effective or appropriate services for their needs as they do not have knowledge to make informed decisions. The ethos of independent living is not being promoted, all ILA services are about achieving as much independence as an individual chooses. When disabled people do not have access to information for them to make their own choices? they are directed to services which can become habitual leading to loss of ability to make their own decisions. Our project wants to continue to work 1-1 to provide information from accredited peer support brokers and have experienced the same issues. This support will enable users to reclaim their independence immediately, build confidence and maintain control of their lives.

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 this project; enabling disabled people to develop skills to assist themselves and their [disabled] peers research and arrange their own services from their personal budgets thus managing independent living, choice and control meets the identified need which was raised in the original funding proposal to the Trust. This need is still valid, and is an issue for the vulnerable and disadvantaged disabled community and is why ILA are requesting for continuation funding to enable us train, empower and support more disabled people. Reports and statistics prove people with disabilities are less likely to gain an education, skills or go on to employment as adults? this is a skills set / work opportunity for which they are genuinely qualified firstly by being disabled i.e. the peer element and proven to date to lead to jobs, volunteering, further training and an increase in self esteem of our PSBs.

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

Since the start of the project, we have worked closely with the National Brokerage Network who deliver and accredit the course content. We have successfully been working with the London region co-ordinator Andrew Carpenter over the past 3 cohorts. As of this New year, Andrew has taken on a full time employment position and as a result we will now be working with the Northern region co-ordinator, Liz Leach of the National Brokerage Network to continue delivering the same course content and accreditation. The National Brokerage Network assess any special adjustments or needs beneficiaries have with the Project Co-ordinator and they mark all course units post delivering the training. The Project Co-ordinator also works closely with ILA Management Staff in order to deliver safeguarding awareness to beneficiaries.

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 our prospective PSBs and newly diagnosed disabled people are in the main journeying from the Coping stages [closely followed by those coming from a Surviving stage]. By the end of the training and on completion of the accreditation our PSBs emerge over to Thriving and some move over to the Adapting stage.

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

Yes. We have been doing the following with our beneficiaries to reduce our environmental footprint, and will continue to:

Travel assistance to beneficiaries who require this, in the form of sharing transport
Supporting the trainer to produce a more compact training manual in order to reduce paper wastage

Using electronic mail to email confirmations and other communications such as beneficiaries accreditation workbooks and printing only what they require.

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 Co-ordinator & NI	19,625	20,039	0	0	0	39,664
Peer Support Brokers Training	5,654	5,767	0	0	0	11,421
Trainee Peer Support Brokers' travel & expenses [whilst on training]	500	500	0	0	0	1,000
Staff Travel & Expenses	720	734	749			2,203
Staff Travel, Training & Expenses	1,220	1,220	0	0	0	2,440
Room hire for training	1,400	1,400	0	0	0	2,800
Refreshments for training	175	175	0	0	0	350
Evaluation	1,000	1,000	0	0	0	2,000
Advertising, Promotions and information literature	500	500	0	0	0	1,000
Overheads and Revenue	3,007	3,060	0	0	0	6,067
TOTAL:	33,081	33,661	0	0	0	66,742

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
Project Co-ordinator & NI	19,625	20,039	0	0	0	39,664
Peer Support Brokers Training	5,654	5,767	0	0	0	11,421
Trainee Peer Support Brokers' travel & expenses [whilst on training]	500	500	0	0	0	1,000
Staff Travel, Training & Expenses	1,220	1,220	0	0	0	2,440
Room hire for training	1,400	1,400	0	0	0	2,800
Refreshments for training	175	175	0	0	0	350
Evaluation	1,000	1,000	0	0	0	2,000
Advertising, Promotions and information literature	500	500	0	0	0	1,000
Overheads and Revenue	3,007	3,060	0	0	0	6,067
TOTAL:	33,081	33,661	0	0	0	66,742

Who will benefit?

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

18

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

Barking & Dagenham

Havering

Newham

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:

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

<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? Talks and publicity presented to local forums, groups, children centres, charities, local council, & our mailing list which reaches 1200 service users, partner newsletters both online and offline (paper/mailchimp) and via our social media platforms.</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

<p>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: Terry Miller</p> <p>Role within Chief Officer Organisation:</p>
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