

# The City Bridge Trust

## Bridging Divides: Application for a grant



### About your organisation

#### Organisation Details

Name of your organisation: <b>Prison Advice and Care Trust</b>	
If your organisation is part of a larger organisation, what is its name? <b>n/a</b>	
In which London Borough is your organisation based? <b>Southwark</b>	
Contact person: <b>Ms Bridget Moss</b>	Position: <b>Trust Fundraising Officer</b>
Website: <b><a href="http://www.prisonadvice.org.uk">http://www.prisonadvice.org.uk</a></b>	Social Media Accounts: <b>Twitter and Facebook</b>
What Quality Marks does your organisation currently hold? <b>British Assessment Bureau - ISO27001 Approved Provider Standard - Mentoring and Befriending Services (NCVO) PQASSO Quality Mark</b>	

#### Legal Status

Legal status of organisation: <b>Registered Charity</b>			
Charity Number: <b>219278</b>	Company Number: <b>356443</b>	CIC Number:	Bencom Number:
When was your organisation established? <b>13/05/1963</b>			
<b>Aims of your organisation:</b> 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:
<b>82</b>	<b>92</b>	<b>12</b>	<b>800</b>
Do you have a Safeguarding policy? <b>Yes</b>			
<b>Are the following people in your organisation subject to DBS checks?</b>			
Paid Staff <b>Yes</b>	Volunteers <b>Yes</b>	Trustees / Management Committee Members <b>Yes</b>	

**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>Until 1st December 2019</b>

**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

	<b>Year of most recent audited / examined accounts</b>	<b>Current financial year forecast</b>	<b>Next financial year budget</b>
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
<b>Total income:</b>	<b>6,046,000</b>	<b>£7,193,000</b>	<b>£6,168,000</b>
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
<b>Total expenditure:</b>	<b>£5,777,000</b>	<b>£6,952,000</b>	<b>£6,882,000</b>
Free unrestricted reserves held at year end:	£430,000	£410,000	£430,000
<b>What is your organisation's reserves policy?</b>			
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? <b>61-70%</b>			

### 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? <b>Positive Transitions</b>				
Which of the programme outcome(s) does your application aim to achieve? <b>Positive Transitions/Vulnerable and disadvantaged Londoners are more resilient and empowered to make positive choices</b>				
Please describe the purpose of your funding request in one sentence. <b>To support London women prisoners and former prisoners to make positive transitions to successful resettlement.</b>				
When will the funding be required? <b>01/04/2019</b>				
Is this request to continue work that is currently funded or has been funded in the last year by:				
City Bridge Trust? <b>Yes</b>		Another funder? (if so which) <b>Please see Detailed Proposal for further information regarding continuation *</b>		
How much funding are you requesting?				
Year 1: <b>£41,044</b>	Year 2: <b>£48,671</b>	Year 3: <b>£41,996</b>	Year 4: <b>£0</b>	Year 5: <b>£0</b>
<b>Total Requested: £131,711</b>				

from file

### 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 repaired (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
<b>TOTAL:</b>	<b>82,090</b>	<b>97,346</b>	<b>83,993</b>	<b>0</b>	<b>0</b>	<b>263,429</b>

### 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
<b>TOTAL:</b>	<b>89,591</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>89,591</b>

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

Source	Year 1	Year 2	Year 3	Year 4	Year 5	Total
<b>TOTAL:</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

### 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
<b>TOTAL:</b>	<b>41,044</b>	<b>48,671</b>	<b>41,996</b>	<b>0</b>	<b>0</b>	<b>131,711</b>

## 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**

This project will specifically work with other groups or communities:

**Prisoners and former prisoners**

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.**

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: **Bridget Frances Moss**

Role within                      **Trust Fundraising Officer**  
Organisation: