

# The City Bridge Trust

## Investing In Londoners: Application for a grant



### About your organisation

Name of your organisation: <b>Eastside Community Heritage</b>	
If your organisation is part of a larger organisation, what is its name?	
In which London Borough is your organisation based? <b>Redbridge</b>	
Contact person: <b>Miss Judith Garfield</b>	Position: <b>Executive Director</b>
Website: <b>http://www.hidden-histories.org.uk</b>	
Legal status of organisation: <b>Registered Charity</b>	Charity, Charitable Incorporated Company or company number: <b>1071668</b>
When was your organisation established? <b>01/06/1993</b>	

### Grant Request

Under which of City Bridge Trust's programmes are you applying? <b>Older Londoners</b>
Which of the programme outcome(s) does your application aim to achieve? <b>Older Londoners aged 75 years and over living more active and healthier lives Fewer older Londoners aged over 75 years with depression and more reporting improved well-being</b>
Please describe the purpose of your funding request in one sentence. <b>To provide free, accessible and local cultural provision for older Londoners in the London Boroughs of Barking &amp; Dagenham, Redbridge and Havering.</b>
When will the funding be required? <b>02/03/2015</b>
How much funding are you requesting? Year 1: <b>£24,960</b> Year 2: <b>£24,960</b> Year 3: <b>£0</b>  <b>Total: £49,920</b>

**Aims of your organisation:**

Our aims include, but are not limited to:

- \* To inform people through the provision of heritage and cultural based activities such as exhibitions, publications, dramas, workshops etc.
- \* To empower individuals and groups to access the resources to write, rewrite, record, publish and present their own histories and that of the local area and community.
- \* To promote civic pride through active participation and involvement in community affairs.
- \* To promote greater harmony and understanding of interracial and inter generational experiences through historical explorations.
- \* To celebrate the cultures and heritage of East London's diverse communities.
- \* To provide independent historical, social research and evaluation.

**Main activities of your organisation:**

ECH develops, delivers and evaluates a wide range of heritage, arts and community projects. Since 1993, we have delivered over 100 projects ranging from small to large in size with diverse participants and audiences. Our activities and events range from exhibitions, film production and screening, art workshops (variety of mediums), the creation of pop-up arts and heritage spaces, podcasts, radio programmes, publications and much more.

Our ethos directs our activities towards grass roots engagement, often reaching the most disadvantaged and non-traditional audiences, through providing excellent free activities and projects with and for communities on a local level. We provide a range of learning and training opportunities, and deliver a number of school workshops on a variety of themes to schools throughout London.

**Number of staff**

Full-time:	Part-time:	Management committee members:	Active volunteers:
<b>3</b>	<b>3</b>	<b>6</b>	<b>8</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>Rented</b>	<b>5 years</b>

## Summary of grant request

Research undertaken by Age Concern, and other organisations concerned with the well being of older people, demonstrates that older people feel increasingly isolated (with loneliness a particular concern). Evidence also demonstrates how useful and valuable reminiscence activities are for older people, particularly in terms of feeling that their experiences and stories have value, and connecting with those suffering from dementia and other memory loss conditions. From anecdotal evidence, many of the older people we work with tell us that there is little provision for enjoyable and suitable social activities for them. This may be due to accessibility needs (e.g. access to transport/lack of accessible transport), or due to cost implications (e.g. travel to activity/ cost of activity). These factors dramatically contribute to increasing isolation and loneliness.

We will deliver 18 reminiscence sessions across three of the most disadvantaged boroughs in London (Redbridge, Barking & Dagenham, and Havering - 6 in each), themed around music, dance and dance venues of the 1940s - 1960s. We will identify 20 - 25 people from these sessions to conduct oral history interviews with, preserving their stories and experiences of tea dances and venues throughout east London during the identified period. We will use these stories to inform 9 tea dance events (3 in each borough), at local accessible venues. These events will include a demonstration and workshop from a professional movement and dance teacher.

Oral histories will be archived and preserved in the East London People's Archive; more than 2200 oral history interviews, 28000 digitised photographs and memorabilia. Tea dances and movement workshops will be filmed and edited to produce an instructional video for groups. We will deliver training to care/support staff working with older people in venues across the boroughs, to enable them to continue with activities like this. Training will include; reminiscence activities/facilitation, and advice/guidance on establishing regular activities such as these. We will produce an online learning resource, available for free download from our website. This will include material for reminiscence activities, as well as guidance on how the material should be used and delivered. The video will be published on our YouTube channel and promoted through our website, newsletter and social media accounts (Twitter, @EastsideCH. Facebook, EastsideCH).

We will achieve the following; care/support staff better skilled to deliver reminiscence activities (and having access to reminiscence material in a variety of mediums), older people will have more and better accessible social activities (combating isolation and loneliness), accessible resources will be available for free download ensuring a wider reach (and providing useful guidance to service providers). We have extensive experience of delivering projects of this nature, and all staff have a full DBS disclosure as well as firm adherence to our Vulnerable Adults policies and safeguarding procedures.

Through these activities, we will meet these outcomes: older Londoners aged over 75 years living more active and healthier lives, fewer older Londoners aged over 75 years with depression and more reporting improved well-being, and people living with Alzheimer's and other forms of dementia having a better quality of life. This will be achieved through the new social networks created through the reminiscence sessions and tea dance events, the encouragement of gentle exercise at dance events, the further provision opportunities created through the training programme for care/support staff.

Our projects celebrate diversity through shared experience and space, and people from all backgrounds are welcome at our events and activities. We value and support our volunteers, and offer them free training for specialist activities (e.g. oral history recording/preservation, archive management, reminiscence facilitation and much more). Many of our volunteers go on to careers in the sector.

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

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

What Quality Marks does your organisation currently hold?

**Accredited training Centre**

### **Outputs and outcomes**

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

**18 reminiscence sessions; 6 in London Borough of Redbridge, 6 in London Borough of Barking & Dagenham and 6 in London Borough of Havering.**

**9 tea dance events with movement/dance instructor, and themed by decade; 3 in London Borough of Redbridge, 3 in London Borough of Havering, and 3 in London Borough of Barking & Dagenham**

**Production of an instructional video, including footage from all events. This will form part of the training workshops and online resource.**

**Production of reminiscence boxes and delivery of training workshops for care/support workers working with older people in target boroughs.**

**Production and dissemination of online learning resource, available for free download from ECH website.**

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

**810 older people in the London Boroughs of Barking & Dagenham, Havering and Redbridge engaged in social and cultural activities; reduction of isolation and loneliness and improved mental and physical health and well-being.**

**Care/support workers in the London Boroughs of Barking & Dagenham and Redbridge trained in reminiscence activities and delivery.**

**Participating older people, including those suffering from dementia related conditions, feel less isolated and lonely.**

**15 - 20 Older people feel that their experiences are valued, and contribute to London's history through the recording and preservation of their stories through oral history.**

**Wide audience, throughout London and beyond, are able to access free resources to encourage delivery of these activities in a cost effective way for other local older people (through online learning resource and instructional film on YouTube).**

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

**We plan to provide resources and training to local organisations so they can continue activities in house after the end of the project. The cost implications for local organisations will be minimal as all necessary resources (other than refreshments) will be provided (e.g. reminiscence material, instructional video on how to facilitate a tea dance event, music, oral history extracts, photographs).**

## Who will benefit?

### About your beneficiaries

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

**400**

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

**Barking & Dagenham (34%)**

**Redbridge (33%)**

**Havering (33%)**

What age group(s) will benefit?

**65-74**

**75 and over**

What gender will beneficiaries be?

**All**

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

**A range of ethnic groups**

If Other ethnic group, please give details:

What proportion of the beneficiaries will be disabled people?

**41-50%**

REVISED - SEE APPENDIX A

## Funding required for the project

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

Expenditure heading	Year 1	Year 2	Year 3	Total
Project Officer 3.5	18,000	18,000	0	36,000
National insurance contribution and payrole	2,160	2,160	0	4,320
Choreographer x 12 workshops	1,500	1,500	0	3,000
Video editor for dance instructions	0	2,500	0	2,500
reminiscence boxes and training materials	500	2,000	0	2,500
Workshop materials and transcribing	300	4,300	0	4,600
Room booking for training and dance sessions x 30	1,000	1,000	0	2,000
Travel for older people specialist minibus and refreshments	1,600	1,600	0	3,200
Rent/telephone and internet and postage and publicity	3,000	3,000	0	6,000
<b>TOTAL:</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>64,120</b>

What income has already been raised?

Source	Year 1	Year 2	Year 3	Total
Eastside Community Heritage	7,100	7,100	0	14,200
	0	0	0	0
	0	0	0	0
	0	0	0	0
<b>TOTAL:</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

What other funders are currently considering the proposal?

Source	Year 1	Year 2	Year 3	Total
	0	0	0	0
	0	0	0	0
	0	0	0	0
	0	0	0	0
<b>TOTAL:</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	Total
Project Officer 3.5	18,000	18,000	0	36,000
National insurance contribution and payrole	2,160	2,160	0	4,320
Choreographer x 12 workshops	3,000	3,000	0	6,000
reminiscence boxes and training materials	500	2,000	0	2,500
Room booking for training and dance sessions x 30	1,000	200	0	1,200
	0	0	0	0
<b>TOTAL:</b>	<b>24,660</b>	<b>25,360</b>	<b>0</b>	<b>49,920</b>

50,020

## Finance details

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

Financial year ended:	Month: <b>March</b>	Year: <b>2014</b>
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Income received from:	£
Voluntary income	240,866
Activities for generating funds	8,005
Investment income	164
Income from charitable activities	0
Other sources	0
<b>Total Income:</b>	<b>249,035</b>

Expenditure:	£
Charitable activities	70,884
Governance costs	3,749
Cost of generating funds	64,313
Other	38,533
<b>Total Expenditure:</b>	<b>177,479</b>
<b>Net (deficit)/surplus:</b>	<b>71,556</b>
<b>Other Recognised Gains/(Losses):</b>	<b>0</b>
<b>Net Movement in Funds:</b>	<b>71,556</b>

Asset position at year end	£
Fixed assets	6,973
Investments	0
Net current assets	267,338
Long-term liabilities	0
<b>*Total Assets (A):</b>	<b>274,311</b>

Reserves at year end	£
Restricted funds	158,214
Endowment Funds	0
Unrestricted funds	115,787
<b>*Total Reserves (B):</b>	<b>274,311</b>

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

### Statutory funding

For your most recent financial year, what % of your income was from statutory sources?  
31-40%

### Organisational changes

Describe any significant changes to your structure, financial position or core activities since the date of your most recent accounts:

N/A



### Previous funding received

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

	2012 £	2013 £	2014 £
City of London (except City Bridge Trust)	0	0	0
London Local Authorities	18,230	18,270	13,520
London Councils	0	0	0
Health Authorities	0	0	0
Central Government departments	0	4,000	0
Other statutory bodies	22,399	14,217	0

### Previous grants received

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

Name of Funder	2012 £	2013 £	2014 £
Heritage Lottery Fund	124,423	60,019	153,253
Arts Council England	0	8,995	19,254
Awards for All	0	0	9,700
Ironmongers charity	0	0	6,000
London Community Fund	0	0	5,000

### Declaration

I confirm that, to the best of my knowledge, all the information I have provided in this application form is correct. I fully understand that City Bridge Trust has zero tolerance towards fraud and will seek to prosecute and recover funds in every instance.

Please confirm: Yes      Full Name: **Judith Garfield**

Role within                      **Executive Director**  
Organisation:

Funding required for the project

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

Expenditure heading	Year 1	Year 2	Year 3	Total
Project office 3.5	18,000	18,000		36,000
National Insurance contribution and payroll	2160.00	2160.00		4320.00
Choreographer x 12 workshops @250 per	1500.00	1500.00		3000.00
Video editor for dance instructions video		2500.00		2500.00
Reminiscence boxes and training materials	500.00	2000.00		2500.00
Workshop materials	300.00	300.00		600.00
Room booking for training and dance sessions	800.00	800.00		1600.00
Telephone, internet and stationary	500.00	500.00		1000.00
Rent	1000,00	1000,00		2000,00
Publicity and posters x 1000	300.00	300.00		600.00
Transcribing interviews for reminiscence boxes	1000.00	1000.00		2000.00
Travel for staff and volunteers	300.00	300.00		600.00
Travel for older people specialist mini bus	600.00	600.00		1200.00
Refreshments for tea dances and workshops	400.00	400.00		800.00
<b>TOTAL:</b>	<b>27360.00</b>	<b>31360.00</b>		<b>58720.00</b>

What income has already been raised?

Source	Year 1	Year 2	Year 3	Total
Eastside Community Heritage	5360.00	5360.00		10,720.00
<b>TOTAL:</b>	<b>5360.00</b>	<b>5360.00</b>		<b>10,720.00</b>

What other funders are currently considering the proposal?

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

How much is requested from the Trust?

Expenditure heading	Year 1	Year 2	Year 3	Total
Project office 3.5	18,000	18,000		36,000
National Insurance contribution and payroll	2160.00	2160.00		4320.00
Choreographer x 12 workshops @250 per	1500.00	1500.00		3000.00
Reminiscence boxes and training materials	500.00			500.00
Room booking for training and dance sessions	800.00	800.00		1600.00
Publicity and posters x 1000	150.00	150		300.00
Travel for staff and volunteers	300.00	300.00		600.00
Travel for older people specialist mini bus	600.00	600.00		1200.00
Refreshments for tea dances and workshops	400.00	80.00		480.00
<b>TOTAL:</b>	<b>24410</b>	<b>23590</b>		<b>48,000</b>