

The City Bridge Trust

Investing In Londoners: Application for a grant



About your organisation

Name of your organisation: <p style="text-align: center;">Chelsea Physic Garden Company</p>	
If your organisation is part of a larger organisation, what is its name? n/a	
In which London Borough is your organisation based? Kensington & Chelsea	
Contact person: Ms Philomena Robson	Position: Fundraising Manager
Website: http://www.chelseaphysicgarden.co.uk	
Legal status of organisation: Registered Charity	Charity, Charitable Incorporated Company or company number: 286513
When was your organisation established? 13/01/1983	

Grant Request

Under which of City Bridge Trust's programmes are you applying? <p style="text-align: center;">Improving London's Environment</p>					
Which of the programme outcome(s) does your application aim to achieve? More young people understanding the benefit of growing local food and its nutritional value More Londoners with a greater knowledge and understanding of the 'green' environment and biodiversity					
Please describe the purpose of your funding request in one sentence. To support the education and outreach programme at Chelsea Physic Garden (CPG), to schools and communities in London area, with 3 year core funding grant					
When will the funding be required? 01/07/2017					
How much funding are you requesting? <table style="width: 100%; border: none;"> <tr> <td style="width: 33%;">Year 1: £20,400</td> <td style="width: 33%;">Year 2: £32,662</td> <td style="width: 33%;">Year 3: £33,275</td> </tr> </table>			Year 1: £20,400	Year 2: £32,662	Year 3: £33,275
Year 1: £20,400	Year 2: £32,662	Year 3: £33,275			
Total: £86,337					

Aims of your organisation:

Chelsea Physic Garden is maintained as a charity for public benefit: education forms its principle charitable purpose. The Gardens role as a place of learning underlines and informs all its activities. Its charitable aims are achieved through the provision of formal and informal learning to students and visitors about the importance of plants and environmental conservation.

The Garden does this by:

- â€¢ maintaining documented plant collections in labelled and interpreted displays in a historic botanic garden
- â€¢ providing programmes of educational activities, publications and events
- â€¢ demonstrating the development of the science and practice of horticulture, botany and related disciplines through the historical role of the Garden
- â€¢ promoting the importance of the conservation of plants and the natural environment.

Main activities of your organisation:

Education has been central to the purpose of Chelsea Physic Garden since founded in 1673, by the Worshipful Society of Apothecaries of London. Substantially walled and bordering the River Thames on its southern boundary, a microclimate exists, enabling a hugely diverse collection of hardy and also tender plants to be maintained in the Garden and under glass.

We run a very active and growing outreach programme, we work with schools and communities across the London Boroughs including an ongoing programme in partnership with Waltham Forest Young Offenders. Every year we welcome over 5,000 schoolchildren and 50,000 visitors to the Garden, we also support the training and education of trainees, interns and dozens of gardening volunteers.

We give regular public lectures/tours on a variety of botanical and horticultural subjects. Our volunteers are guides, gardeners, educational support and administration, we operate a reciprocal volunteer/traineeship exchange programme with other botanical gardens.

Number of staff

Full-time:	Part-time:	Management committee members:	Active volunteers:
16	8	10	102

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	In perpetuity

Summary of grant request

CPG has been running a Directed Education programme for schools since 1983, although there is a tradition of local schools visiting the Garden dating back over a century. The programme expanded in the 1990's as the Garden built on the foundations of the original scheme, offering directed learning to families, schools and teachers, alongside increased outreach to other educational centres.

However we have been acutely aware that with very limited resources we have been unable to address the issue of broadening our offer to support socially disadvantaged children and adults.

With funding from John Lyons Charity we ran a pilot scheme to establish a 21stC relevant Education and Outreach programme.

The pilot developed the following key areas which we believe meets the Trust's programme outcomes of

"more Londoners with a greater knowledge and understanding of the 'green' environment and biodiversity"

"more young people understanding the benefit of growing local food and its nutritional value"

â€¢ Ensuring the relevance and value of CPG's educational programmes to their target audience by improved market research, also by monitoring the effectiveness of visits to the Garden and of CPG's various outreach activities.

â€¢ Improving the relevance of on-site and outreach teaching in response to changes in the National Curriculum through a cycle of annual planning and review of CPG's programmes in consultation with teachers. This includes the provision of improved materials and documentation for the programmes, including the production of 'before and after' materials for schools to maximise the benefit of a visit.

â€¢ Enhancing the benefit young people (and inter-generational families) gain from a visit to CPG (or outreach visits) by focusing upon life skills such as cooking, nutrition, and growing their own food, demonstrating the importance of plants in their lives as a means of developing their interest in science subjects and horticulture. Collaboration with and development of partnerships with teachers and other organisations involved in school gardening campaigns.

â€¢ Extending CPG's on-site and outreach educational programmes to children of secondary age by researching areas which support the curriculum. Increasing the number of school visits by primary school groups.

â€¢ Developing CPG's wider outreach with adults and children, community groups, clubs etc., focusing in particular upon groups from boroughs experiencing social deprivation and barriers through gender, ethnicity and financial need.

At the end of the pilot, the programme was scaled back until the publication of the Evaluation and Monitoring Report conducted by Botanic Gardens Conservation International. We are now ready to upscale the programme.

We are asking the City Bridge Trust to support our 3 year Education and Outreach programme by funding the post of Education and Outreach Officer. We have reached schools and communities throughout the London boroughs, who without the support of our outreach team would have few chances to engage in practical horticultural science. The post holder will be responsible for delivering the education programme to new and existing schools and communities throughout London.

In particular one of their main duties will be to run the outreach programme with Waltham Forest Young Offenders Centre, (WFYOC) with 12-18 year olds, most who are engaging with horticulture and botany for the first time.

Our programme meets the Trust's 'Principles of Good Practice' by involving teachers in the management and development of the school visits. We believe the international nature of our collection meets the multicultural diversity of London. All our 100+ volunteers receive support, training and mentoring to enable them to deliver an educational experience to our visitors. CPG actively works to reducing our carbon footprint and it is paramount to demonstrating sustainable environmental practices.

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?

Green Tourism, Growing Schools Garden, Site of Metropolitan importance for biodiversity within the RBKC, British Ecological Society: "Relevance of Ecology at CPG". Recognised Member of London Environmental Educator's Forum (LEEF)

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.

Encourage Young Offenders to make the link between growing plants and food consumption by extending our collaboration with organisations including the Waltham Forest Young Offenders Team. Increase their knowledge of the local biodiversity through pond and soil investigations including making animal habitats ie. bird and bee boxes.

Ensure the relevance and value of the CPG Education and outreach programmes by recruiting and training additional volunteers to collect and collate data and up-skill current volunteers, identifying and training a Volunteer Champion to manage the Education Volunteer programme including outreach.

Improving teacher involvement. Continue to improve the relevance of on-site and outreach teaching in response to changes in the National Curriculum in consultation with teachers. Continue to improve materials and documentation for the programmes, particularly developing content for pre and post visit to maximise the benefit.

Continue to build on CPG's existing outreach with children, adults, communities groups etc., extend the focus on groups/schools from boroughs experiencing social deprivation and financial barriers. Increase work started with refugee groups and Local Authority Gardening groups. Establish CPG Outreach Gardens, taking our work beyond our walls and borough.

Networking and collaborations, sharing of precious resources, is a key objective for the next three years, looking at in particular the issue of social isolation. Working with Hammersmith and Fulham, experimenting with joint school visits and their input at our regular teachers' evenings to promote their services alongside ours.

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.

Create understanding of where food comes from. This will have had a positive effect on Young Offenders, increasing their life skills and respect for nature and the environment. Reinforcing the origins of common food plants and celebrate the multicultural nature of London. Income they generated will be reinvested by them.

The programme will have been critically reviewed and improved to support National Curriculum priorities, through the collection and review of evaluation. Volunteer skills will have been developed and their integration into CPG will have been enhanced.

Increased and deepened Teacher participation aims to increase the popularity and ensure content of the education programme meet needs, leading to increased visibility and profile of the Garden, broadened knowledge of the resource as a green environment and bio-diversely rich location.

Outreach is more than just visits. We engage with schools & communities who are potentially excluded from CPG for social/financial reasons. We use our knowledge, plants, seeds and history to enable groups to understand CPG's history and how this links to their cultural heritage and plants and their communities.

Broadening the reach of networks and collaborations across London, enabling us to share resources to address social issues such as isolation, though shared experiences.

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?

CPG is committed to a programme of major refurbishment and refreshment. A strategic part of the development project is the Education Dept and its requirements, CPG has a good record of securing educational grants including previous support from City Bridge Trust, John Lyons Charity and the Heritage Lottery Fund. Income from other activity partly supports education costs.

Who will benefit?

About your beneficiaries

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

~~9,000~~ 200

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

London-wide (100%)

What age group(s) will benefit?

All ages

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?

11-20%

Funding required for the project

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

Expenditure heading	Year 1	Year 2	Year 3	Total
Salaries inc on costs	32,000	32,662	33,275	97,937
Programme and web resources	3,000	3,000	3,000	9,000
Networking/membership costs	3,593	4,000	4,100	11,693
Travel/subsistence outreach	1,757	1,850	1,950	5,557
Departmental Administration costs	1,800	1,800	1,800	5,400
Volunteer training x 5 people	250	250	250	750
Subsidise (travel) for outer borough "free" schools/communities visit CPG	2,000	3,000	4,000	9,000
Contingency inc capacity for additional temp staff	2,000	2,000	2,000	6,000
TOTAL:	46,400	48,562	50,375	145,337

What income has already been raised?

Source	Year 1	Year 2	Year 3	Total
Educational and Outreach Grant carried forward	9,000			9,000
Major Donor	3,000			3,000
The Band Trust - Educ. & Outreach Programme	15,000	15,000	15,000	45,000
TOTAL:	27,000	15,000	15,000	57,000

What other funders are currently considering the proposal?

Source	Year 1	Year 2	Year 3	Total
TOTAL:				0.00

How much is requested from the Trust?

Expenditure heading	Year 1	Year 2	Year 3	Total
Salary Full time Horticultural Education and Outreach Officer inc on-costs (pension etc)	20,400	32,662	33,275	86,337
TOTAL:	20,400	32,662	33,275	86,337

Finance details

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

Financial year ended:	Month: 31 December	Year: 2016
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Income received from:	£
Voluntary income	0
Activities for generating funds	684,935
Investment income	82,558
Income from charitable activities	471,556
Other sources	262,032
Total Income:	1,501,081

Expenditure:	£
Charitable activities	987,547
Governance costs	0
Cost of generating funds	410,638
Other	
Total Expenditure:	1,398,185
Net (deficit)/surplus:	102,896
Other Recognised Gains/(Losses) Net Gain on Investments:	403,402
Net Movement in Funds:	506,298

Asset position at year end	£
Fixed assets	343,655
Investments	2,902,695
Net current assets	719,340
Long-term liabilities	0
*Total Assets (A):	3,965,690

Reserves at year end	£
Restricted funds	87,717
Endowment Funds	3,165,799
Unrestricted funds (Includes Designated Funds of £100,000)	712,174
*Total Reserves (B):	3,965,690

*** 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?
0%

Organisational changes

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

There have been no significant changes.

Previous funding received

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

	Year 3 £	Year 2 £	Most recent £
City of London (except City Bridge Trust)	0	0	0
London Local Authorities	0	0	0
London Councils	0	0	0
Health Authorities	0	0	0
Central Government departments	0	0	0
Other statutory bodies	0	0	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	Year 3 £	Year 2 £	Most recent £
John Lyons Charity	0	40,000	35,000
The John P Getty Trust	50,000	25,000	20,000
Western Riverside Environmental Fund	0	25,000	0
The Steel Trust	0	20,000	0
Eranda Rothschild Foundation	15,000	22,000	22,000

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: **Mrs Sue Medway**

Role within **Director & Curator**
Organisation: