

# The City Bridge Trust

## Investing In Londoners: Application for a grant



### About your organisation

Name of your organisation: <b>Working Chance</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>Islington</b>	
Contact person: <b>Ms Rachel Poynor</b>	Position: <b>Development Officer</b>
Website: <b><a href="http://www.workingchance.org">http://www.workingchance.org</a></b>	
Legal status of organisation: <b>Registered Charity</b>	Charity, Charitable Incorporated Company or company number: <b>1131802</b>
When was your organisation established? <b>24/09/2009</b>	

### Grant Request

Under which of City Bridge Trust's programmes are you applying? <b>Resettlement and Rehabilitation of Offenders</b>		
Which of the programme outcome(s) does your application aim to achieve? <b>More ex-offenders successfully and sustainably resettled in the community and re-offending rates reduced</b> <b>More Londoners with improved economic circumstances</b>		
Please describe the purpose of your funding request in one sentence. <b>To further develop an apprenticeship scheme to train ex-offenders to be Recruitment Coaches, fulfilling our mission to transform the lives of women ex-offenders through employment.</b>		
When will the funding be required? <b>01/09/2018</b>		
How much funding are you requesting?		
Year 1: <b>£32,023</b>	Year 2: <b>£52,531</b>	Year 3: <b>£73,405</b>
<b>Total: £157,958</b>		

**Aims of your organisation:**

Working Chance was founded to support women with criminal convictions into quality paid jobs. We believe that discrimination against ex-offenders is counterproductive and leads to higher rates of reoffending and reduced talent and diversity within the workforce. By finding women ex-offenders jobs they love and challenging employer prejudice, we empower women to become financially independent so they can provide for themselves and their families, breaking the intergenerational cycle of deprivation and crime. We have recently expanded our work to include young women care leavers who are at high risk of entering the criminal justice system.

**Main activities of your organisation:**

Working Chance is a specialist recruitment consultancy for women ex-offenders and young women care leavers: all of our activities are centred on helping women to find and sustain employment and stay away from a life of poverty and crime. Our team of Recruitment Coaches help our beneficiaries to identify career goals, market them to employers, help them to develop an outstanding CV and interview skills and continue to coach them and trouble-shoot any problems once they are in employment. We run regular employability workshops as well as practice interview events with employers which help women to develop confidence and practice their interview and disclosure skills. Our support specialists work alongside our Recruitment Coaches to help women to tackle any barriers to employment which they might be facing, such as finding permanent accommodation following release from prison and tackling debts which may have spiralled further out of control during their sentence.

**Number of staff**

Full-time:	Part-time:	Management committee members:	Active volunteers:
<b>17</b>	<b>6</b>	<b>8</b>	<b>60</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>2 years</b>

## Summary of grant request

Women with convictions are one of the most isolated, stigmatised groups in the UK today. Working Chance empowers these women to move from lives of exclusion to ones of contribution by supporting them into sustainable, paid employment which enables them to break the intergenerational cycle of deprivation and crime. Our preventative work with young women care leavers also helps to prevent this at-risk group from entering the criminal justice system.

We are requesting funding to enable us to continue running our apprenticeship programme at our office in Islington. With funding, we will be able to employ and train three women ex-offenders or care leavers as Trainee Recruitment Coaches, so that they can support their peers into employment. We want to build our team and further involve our beneficiaries by employing more women who have first-hand experience of the transition from institutionalised to independent living. With this project we aim not only to reduce reoffending, but to prevent intergenerational poverty and disadvantage being passed from mother to child. By finding women jobs they love, we will reduce their isolation and enable them to achieve financial independence.

We are in a strong position to deliver this work, having developed our apprenticeship programme over the last two years, with two former trainees continuing to work for us. With many of our staff being ex-offenders themselves, we are able to provide the right environment to support our trainees. Our trainees will be managed by our Head of Recruitment and supervised day-to-day by our Senior Recruitment Coach who is a former trainee herself. Trainees will have an opportunity to gain valuable transferable skills while supporting other women to secure employment. They will have access to clinical supervision and the training needed to develop a career. At the end of their first year of training, they will become fully-fledged Recruitment Coaches with higher targets, greater responsibility for building relationships with employers and a role to play in mentoring other trainees.

This project will support the resettlement of women ex-offenders in and around London and will change the lives not only of the trainees who take part, but also of the women that they support into sustainable employment. Employment is a crucial factor in reducing reoffending and our track record clearly reflects this: less than 5% of the women we support into work reoffend, in stark contrast with the national average of 45% for women leaving prison. We bring on job opportunities to match our beneficiaries' needs and aspirations and, as a result, over 80% of women we place into work are still in their jobs after six months. Our in-work support also helps women to overcome any challenges (such as housing difficulties or debt) which could prevent them from sustaining employment and slipping back into poverty and crime.

Our work is well aligned with the Trust's principles of good practice:

â€¢ We believe in putting our money where our mouth is: 45% of our staff are ex-offenders themselves.

â€¢ We serve a highly diverse group of women: 53% of those placed into work last year described their ethnicity as black, 30% as white, 6% as Asian and 11% as mixed. 10% of candidates were under 21 and 29% over 41.

â€¢ Volunteers (often serving offenders) support our work in the office on a day-to-day basis and provide an invaluable contribution to our practice interview events.

â€¢ We are reducing our carbon footprint by recycling and minimising our printing. ¾ our offices are also double glazed. We encourage staff to walk or cycle to work and to avoid wasteful takeaway shops by preparing their lunches in our kitchen.

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?

**N/a**

### **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.

**Training of three women ex-offenders as Recruitment Coaches, so that they are able to support other women ex-offenders into sustainable paid employment, while also developing skills to further their own careers.**

**Delivery of CV, interview and disclosure advice and preparation as well as job brokerage in order to secure paid job placements for over 160 women over the course of the project**

**Building relationships with new and existing employers to encourage them to hire ex-offenders and to ensure that they have a positive experience of hiring through Working Chance.**

**Delivery of in-work coaching and support to around 330 women to help them overcome any challenges they are facing as they make the transition into paid employment (including the three trainees employed by Working Chance through the programme).**

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.

**Life-changing sustained employment opportunities for over 160 women ex-offenders and young women care leavers, including the trainees taking part in the programme.**

**Reduction in re-offending amongst women ex-offenders and early intervention with young women care leavers to stop them entering the criminal justice system.**

**Increased financial and emotional independence for women ex-offenders, so that they are better able to care for themselves and their families.**

**More women ex-offenders acting as role models for their children and in their communities.**

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 have every intention of continuing to deliver the apprenticeship programme beyond the funding period and are currently looking at how to diversify our income, including through statutory contracts, major donors and earned income through providing consultancy and launching a corporate membership programme.**

## Who will benefit?

## About your beneficiaries

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

110

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

### London-wide (100%)

**What age group(s) will benefit?**

**16-24**

**25-44**

**45-64**

### What gender will beneficiaries be?

**Female**

### Transgender or other gender identity

**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?**

**1-10%**

## Funding required for the project

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

Expenditure heading	Year 1	Year 2	Year 3	Total
Trainee Recruitment Coach	25,916	25,916	25,916	77,748
Promotion to Recruitment Coach	0	31,806	64,248	96,054
Clinical supervision	1,430	2,860	4,290	8,580
Training and development	500	1,000	1,500	3,000
Core costs	4,177	9,237	14,393	27,807
	0	0	0	0

<b>TOTAL:</b>	<b>32,023</b>	<b>70,819</b>	<b>110,347</b>	<b>213,189</b>
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### What income has already been raised?

Source	Year 1	Year 2	Year 3	Total
0	0	0	0	
0	0	0	0	

<b>TOTAL:</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
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### What other funders are currently considering the proposal?

Source	Year 1	Year 2	Year 3	Total
Big Lottery Fund	0	15,903	32,124	48,027
	0	0	0	0
	0	0	0	0
	0	0	0	0

<b>TOTAL:</b>	<b>0</b>	<b>15,903</b>	<b>32,124</b>	<b>48,027</b>
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### How much is requested from the Trust?

Expenditure heading	Year 1	Year 2	Year 3	Total
Trainee Recruitment Coach salary (including pension and NI)	25,916	25,916	25,916	77,748
Recruitment Coach salary following promotion from Trainee (including pension and NI)	0	15,903	32,124	48,027
Fortnightly clinical supervision for each post	1,430	2,860	4,290	8,580
Training and development	500	1,000	1,500	3,000
Core costs	4,177	6,852	9,575	20,603
	0	0	0	0
	0	0	0	0

<b>TOTAL:</b>	<b>32,023</b>	<b>52,531</b>	<b>73,405</b>	<b>157,958</b>
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## Finance details

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

Financial year ended:	Month: <b>August</b>	Year: <b>2016</b>
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Income received from:	£
Voluntary income	143,112
Activities for generating funds	52,178
Investment income	2,640
Income from charitable activities	798,475
Other sources	0
<b>Total Income:</b>	<b>996,405</b>

Expenditure:	£
Charitable activities	944,157
Governance costs	0
Cost of generating funds	17,610
Other	0
<b>Total Expenditure:</b>	<b>961,767</b>
<b>Net (deficit)/surplus:</b>	<b>34,638</b>
<b>Other Recognised Gains/(Losses):</b>	<b>0</b>
<b>Net Movement in Funds:</b>	<b>34,638</b>

Asset position at year end	£
Fixed assets	13,752
Investments	0
Net current assets	890,710
Long-term liabilities	0
<b>*Total Assets (A):</b>	<b>904,462</b>

Reserves at year end	£
Restricted funds	0
Endowment Funds	0
Unrestricted funds	904,462
<b>*Total Reserves (B):</b>	<b>904,462</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?  
0%

### Organisational changes

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

N/A



## Finance details

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

Financial year ended:	Month: <b>August</b>	Year: <b>2016</b>
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0%

### 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.

	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 £
Big Lottery Fund	0	487,902	0
Impetus-PEF	300,000	0	0
Monument Trust	0	198,000	0
Oak Foundation	0	174,543	0
KPMG Foundation	0	0	162,000

### 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: **Rachel Poynor**

Role within                      **Development Officer**  
Organisation: