



The City Bridge Trust Committee

ANNEXES – APPLICATION FORMS

Date: TUESDAY, 24 MAY 2016

Time: 1.45 pm

Venue: COMMITTEE ROOMS, 2ND FLOOR, WEST WING, GUILDHALL

- a) St Clement and St James Community Development Project (Pages 1 - 8)
- b) British Refugee Council (Pages 9 - 18)
- c) Community Activities Project Ealing - CAPE (Pages 19 - 26)
- d) Nafsiyat Intercultural Therapy Centre (Pages 27 - 36)
- e) Thames Reach Housing Association Limited (Pages 37 - 46)
- f) The Log Cabin (Pages 47 - 56)
- g) Together for Mental Wellbeing (Pages 57 - 66)
- h) Limes Community and Children's Centre (Pages 67 - 76)
- i) Poetry Society (Pages 77 - 86)
- j) Sycamore Trust U.K. (Pages 87 - 96)
- k) Women's Resource Centre (Pages 97 - 106)
- l) Age Exchange Theatre Trust (Pages 107 - 116)
- m) Age Concern Brent (Pages 117 - 124)
- n) Attend (Pages 125 - 134)
- o) Centre 404 (Pages 135 - 144)
- p) Redbridge Carers Support Service (Pages 145 - 154)
- q) The Parochial Church Council Of The Ecclesiastical Parish Of St. Luke's Oseney Crescent (Pages 155 - 164)
- r) Ealing Law Centre (Pages 165 - 174)
- s) Home-Start Barnet (Pages 175 - 184)

- t) Mary Ward Legal Centre (Pages 185 - 192)
- u) Paddington Law Centre (Pages 193 - 202)
- v) St Hilda's East (Pages 203 - 212)
- w) Waltham Forest CAB (Pages 213 - 222)
- x) Reach Volunteering (Pages 223 - 232)
- y) StreetGames (Pages 233 - 242)
- z) Voluntary Action Harrow (Pages 243 - 252)

The City Bridge Trust

Investing In Londoners: Application for a grant



About your organisation

| | |
|--|--|
| Name of your organisation: St Clement and St James Community Development Project | |
| If your organisation is part of a larger organisation, what is its name? | |
| In which London Borough is your organisation based? Kensington & Chelsea | |
| Contact person: Miss Jennie Hope | Position: Fundraising Officer |
| Website: http://clementjames.org | |
| Legal status of organisation: | Charity, Charitable Incorporated Company or company number: 1009253 |
| When was your organisation established? 01/05/1982 | |

Grant Request

| | | |
|--|------------------------|------------------------|
| Under which of City Bridge Trust's programmes are you applying? English for Speakers of Other Languages | | |
| Which of the programme outcome(s) does your application aim to achieve? More people with improved English language skills More people participating in the wider community | | |
| Please describe the purpose of your funding request in one sentence. To part fund our Adult Learning Programme providing ESOL, basic skills, and advice and guidance to local, disadvantaged adults with English as a second language. | | |
| When will the funding be required? 01/01/2016 | | |
| How much funding are you requesting? | | |
| Year 1: £40,324 | Year 2: £43,046 | Year 3: £45,823 |
| Total: £129,193 | | |

Aims of your organisation:

We are a grass-roots community project providing a range of direct services to local people.

Our objectives are:

- To advance the education of local people
- To relieve poverty among local people
- To provide and assist in the provision of facilities for the recreation and social welfare of local people in need
- To promote community cohesion through a varied menu of pastoral and academic activities

Within these objectives, our principal priorities are the advancement of education and the relief of poverty. We aim to achieve these objectives through the provision of carefully-researched, high quality and innovative services sustained over the long-term.

Main activities of your organisation:

The ClementJames Centre is an award-winning charity that empowers the community to realise its potential through education and employment support. Operating in one of London's most deprived areas, the charity reduces isolation, poverty and unemployment through three aligned programmes and the provision of a community hub:

IntoWork -- Bespoke employment programme breaking barriers to work and training for over 400 adults and young people each year.

Communicate -- Adult Learning programme providing ESOL classes, basic skills and advice and guidance to over 200 adults each year.

IntoUniversity -- Multi-stranded programme of support for over 1500 children and young people enabling them to attain a university place or another chosen aspiration.

Community Hub -- Hub providing tailored Advice & Guidance, Literacy and Numeracy support, I.T. facilities, a community café and garden. Available all year round, the Hub is a warm and welcoming centre where individual clients can drop in to receive a range of services tailored to their needs.

Number of staff

| Full-time: | Part-time: | Management committee members: | Active volunteers: |
|------------|------------|-------------------------------|--------------------|
| 18 | 8 | 10 | 100 |

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 | 15 years |

Summary of grant request

Our clients' limited English language skills mean they struggle to interact with their community and feel isolated or dependent. Many are intimidated by formal learning environments, or have had previous negative learning experiences. Additionally, Pre-Entry English is rarely offered by colleges.

Over 1,860 households in the surrounding three wards have no occupant whose main language is English; 1,000 of these speak no/severely limited English.

Over 4,730 residents in the local area do not have any qualifications, and there are more than 1,560 people in these wards who are unemployed.

ClementJames has a strong track record of attracting a diverse range of hard-to-reach learners and achieving excellent results. In 2014-15, 82% of students achieved their accreditation, and 96% met their learning targets. 98% of our learners are BAME.

Our range of high quality English classes with embedded I.T. and numeracy improve opportunities to enter further education or paid work. The majority of our courses are accredited and students can progress through different levels or to our IntoWork programme.

Communicate caters for all capabilities and takes into account clients' long-term aspirations. Some of our students, especially from difficult situations, require the individualised pastoral support we provide to increase their confidence and aspiration-qualities crucial for securing employment. Our classes have a high staff:student ratio, allowing individual attention and well-tailored provision.

We have excellent relationships with the Job Centre and other local support services, which frequently refer users who would benefit from our language and employment support combination.

ClementJames is governed by an established Board of Trustees, and managed by a Senior Leadership Team (Chief Executive Clare Richards MBE, 4 team leaders, and the Operations Manager). Communicate is managed by a team leader with 7 years' experience at the organisation. All courses are delivered by experienced, qualified staff, who have completed extensive teacher training, and comprehensive training at the organisation.

We have a range of appealing, purpose-built teaching spaces, including 4 classrooms, a hall, an outside teaching space and garden, and several meeting rooms. We have an extensive range of laptops and desktops, interactive whiteboards, a resource library, a range of media equipment, a hearing loop and appealing, informative displays. We are able to offer 3 wheelchair-accessible teaching spaces and toilets.

Students have a thorough assessment to ensure that they are placed appropriately, and each has an individual learning plan. The Adult Learning team meet regularly to ensure paperwork is up-to-date, that students are on track to achieve their targets, set best practice, etc. The Adult learning team produces a Self-Assessment Report, reflecting on the previous year's achievements and setting targets for the year ahead. Classes are regularly observed by senior managers, peer tutors, external providers and Ofsted. Over the last year, all tutors received outstanding or good in their observations.

All students, tutors, and partner organisations complete evaluations, to ensure that provision meets need, and is high quality. Learners are invited to cross-borough student voice opportunities. We have a student representative on the organisation's trustee board, and our student forum has been instrumental in advising on the content of courses, learning materials and site development.

We encourage a 'giving back' culture, train graduates to teach basic IT to newer users, and provide other volunteering opportunities to use their language skills constructively. This builds confidence and leadership skills, and provides work experience in an office setting.

We recognise the importance of reducing our carbon footprint. We bulk order and have a rigorous stock control system; we seek to purchase from environmentally friendly suppliers; staff are expected to be mindful of energy consumption and the need to recycle- notes and reminders encourage this.

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?

We have Advanced Status for Quality in Study Support (revalidated 2012; further 3 years), Approved Provider Status with the Mentoring and Befriending

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.

1x daytime non-accredited Beginners' ESOL course. A range of activities will be offered, to raise confidence, embed employability skills, and set achievable targets. Delivered by trained staff at our centre.

1x daytime non-accredited ESOL Literacy course. A range of activities will be offered, to raise confidence, embed employability skills, and set achievable targets. Delivered by trained staff at our centre.

6x Accentis Accredited English daytime and evening courses, from Entry 1 to Level 2. A range of activities will be offered, to raise confidence, embed employability skills, and set achievable targets. Delivered by trained staff at our centre.

Provide three non-accredited Sunday classes for domestic workers. A range of activities will be offered, to raise confidence, embed employability skills, and set achievable targets. Delivered by trained staff at our centre.

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.

96 people will achieve ESOL accreditation, improving English language skills, and their confidence in accessing the wider community and services.

93% of learners will meet individual learning targets, improving English language skills, improving confidence, and become more able to access the wider community and services.

At least 90% will move onto a higher level language course, or training (at ClementJames or elsewhere), or progress into employment.

70 will receive extra support, or Information, Advice and Guidance, allowing them to overcome language barriers, and use the wider services on offer.

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 do plan to continue. We will fund it through a combination of funds from the Local Authority, other trusts and foundations, and individual donors.

Who will benefit?

About your beneficiaries

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

148

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

Kensington & Chelsea (90%)

Hammersmith & Fulham (5%)

Westminster (5%)

What age group(s) will benefit?

16-24

25-44

45-64

65-74

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?

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 |
|----------------------|---------|---------|---------|---------|
| Employment costs | 136,127 | 138,849 | 141,626 | 416,602 |
| Direct project costs | 5,600 | 5,600 | 5,600 | 16,800 |
| Support and premises | 19,430 | 19,430 | 19,430 | 58,290 |
| | 0 | 0 | 0 | 0 |
| | 0 | 0 | 0 | 0 |
| | 0 | 0 | 0 | 0 |
| | 0 | 0 | 0 | 0 |
| | 0 | 0 | 0 | 0 |
| | 0 | 0 | 0 | 0 |

| | | | | |
|---------------|----------------|----------------|----------------|----------------|
| TOTAL: | 161,157 | 163,879 | 166,656 | 491,692 |
|---------------|----------------|----------------|----------------|----------------|

What income has already been raised?

| Source | Year 1 | Year 2 | Year 3 | Total |
|-----------------------------------|---------|--------|--------|---------|
| RBKC Adult and Community Learning | 125,000 | 0 | 0 | 125,000 |
| Calleva | 2,500 | 0 | 0 | 2,500 |
| Individual donors | 2,197 | 2,197 | 2,197 | 6,591 |
| | 0 | 0 | 0 | 0 |

| | | | | |
|---------------|------------------|----------------|----------------|------------------|
| TOTAL: | 129,697 0 | 2,197 0 | 2,197 0 | 134,091 0 |
|---------------|------------------|----------------|----------------|------------------|

What other funders are currently considering the proposal?

| Source | Year 1 | Year 2 | Year 3 | Total |
|--|--------|---------|---------|---------|
| RBKC Adult and Community Learning (will apply in 2016) | 0 | 125,000 | 125,000 | 250,000 |
| Calleva (will apply in 2016) | 0 | 2,500 | 2,500 | 5,000 |
| | 0 | 0 | 0 | 0 |
| | 0 | 0 | 0 | 0 |

| | | | | |
|---------------|----------|----------------|----------------|----------------|
| TOTAL: | 0 | 127,500 | 127,500 | 255,000 |
|---------------|----------|----------------|----------------|----------------|

How much is requested from the Trust?

| Expenditure heading | Year 1 | Year 2 | Year 3 | Total |
|-------------------------------|--------|--------|--------|---------|
| Cost of Adult Learning tutors | 40,324 | 43,046 | 45,823 | 129,193 |
| | 0 | 0 | 0 | 0 |

| | | | | |
|---------------|---------------|---------------|---------------|----------------|
| TOTAL: | 40,324 | 43,046 | 45,823 | 129,193 |
|---------------|---------------|---------------|---------------|----------------|

Finance details

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

| | | |
|-----------------------|---------------|------------|
| Financial year ended: | Month: August | Year: 2015 |
|-----------------------|---------------|------------|

| Income received from: | £ |
|-----------------------------------|----------------|
| Voluntary income | 663,745 |
| Activities for generating funds | 21,916 |
| Investment income | 375 |
| Income from charitable activities | 0 |
| Other sources | 0 |
| Total Income: | 686,036 |

| Expenditure: | £ |
|---|----------------|
| Charitable activities | 330,226 |
| Governance costs | 7,081 |
| Cost of generating funds | 0 |
| Other | 0 |
| Total Expenditure: | 637,307 |
| Net (deficit)/surplus: | 48,729 |
| Other Recognised Gains/(Losses): | 0 |
| Net Movement in Funds: | 48,729 |

| Asset position at year end | £ |
|----------------------------|----------------|
| Fixed assets | 10,497 |
| Investments | 0 |
| Net current assets | 349,161 |
| Long-term liabilities | 0 |
| *Total Assets (A): | 359,658 |

| Reserves at year end | £ |
|-----------------------------|----------------|
| Endowment funds | 0 |
| Restricted funds | 12,691 |
| Unrestricted funds | 346,967 |
| *Total Reserves (B): | 359,658 |

* 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?

Organisational changes

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

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 | 143,837 | 220,977 | 204,413 |
| London Councils | 0 | 0 | 0 |
| Health Authorities | 0 | 0 | 0 |
| Central Government departments | 0 | 0 | 0 |
| Other statutory bodies | 0 | 0 | 8,746 |

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 £ |
|------------------------|---------|-----------|-----------|-----------|
| IntoUniversity | 190,000 | 267,197 | | 190,000 |
| Catalyst Housing Group | 500 | 27,000 | | 32,500 |
| Porticus | 0 | 25,000 | | 25,000 |
| Grove Trust | 0 | 13,333 | | 28,333 |
| Lloyds TSB Foundation | 11,667 | 28,333 | | 0 |

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: **Jennifer Hope**

Role within **Fundraising Officer**
Organisation:

The City Bridge Trust
Investing In Londoners:
Application for a grant



About your organisation

| | |
|--|--|
| Name of your organisation: British Refugee Council | |
| If your organisation is part of a larger organisation, what is its name? Not applicable. | |
| In which London Borough is your organisation based? Newham | |
| Contact person: Ms Ruby McDougall | Position: Trusts and Statutory Officer |
| Website: http://www.refugeecouncil.org.uk | |
| Legal status of organisation: Registered Charity | Charity, Charitable Incorporated Company or company number: 1014576 |
| When was your organisation established? 01/01/1951 | |

Grant Request

| |
|--|
| Under which of City Bridge Trust's programmes are you applying? Improving Londoners' Mental Health |
| Which of the programme outcome(s) does your application aim to achieve? More refugee and asylum seekers experiencing trauma, grief and loss accessing mental health services resulting in improved mental health |
| Please describe the purpose of your funding request in one sentence. Providing therapeutic support to refugees and asylum seekers in London to improve their mental health, reduce isolation and enhance their well-being. |
| When will the funding be required? 01/05/2016 |
| How much funding are you requesting? Year 1: £36,201 Year 2: £37,375 Year 3: £38,461 Total: £112,037 |

Aims of your organisation:

British Refugee Council is one of the largest national charities supporting refugees and asylum-seekers in the UK. It was founded in 1951 following the UN Convention for Refugees, drafted after World War II to ensure refugees were provided safety in other countries. The right to claim asylum remains an international human right.

The aims of the Refugee Council are:

- For those seeking asylum, we want fair and just decision making;
- For those granted refuge, we want equality of opportunity to lead fulfilling lives;
- For those denied protection, we want understanding and humane treatment;
- For all refugees in the UK, we want respect and dignity.

Our mission is 'to be an influential and effective advocate of refugee-protection rights' so that the United Kingdom is genuinely 'a welcoming place of safety for people who seek refuge from persecution and human-rights abuses abroad'. Moving forward, we will continue to support asylum-seekers and refugees at each stage in the asylum process.

Main activities of your organisation:

For over 60 years, the Refugee Council has run services to meet the needs of those fleeing war, persecution, rape and other human rights abuses to arrive in the United Kingdom. Our charity assisted 14,463 asylum-seekers and refugees through 49,976 advice sessions during the 2013/4 Financial Year. Our diverse activities fall into the following service areas:

1. Destitution Services offer food, clothing, showers, laundry facilities, and legal, medical or housing advice.
2. Therapeutic Services offer holistic assessments, one-to-one counselling, group work and specialist referrals.
3. Employment Services offer training, support networks and doctor's placements for refugees.
4. Housing Services advise new refugees and asylum-seekers on possible accommodation.
5. Children's Section help unaccompanied minors with Social Services, Age Disputes, Trafficking Advisers, English and Math classes and Social Evenings.
6. Advocacy and Influencing advises the government on policies impacting refugees and asylum-seekers e.g. reducing the number of children in detention.

Number of staff

| Full-time: | Part-time: | Management committee members: | Active volunteers: |
|------------|------------|-------------------------------|--------------------|
| 48 | 36 | 12 | 110 |

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 | 05/04/2022 |

Summary of grant request

The effects of conflict on refugees and asylum seekers' mental health and psycho-social well-being are profound. We work with people who have experienced layer upon layer of cumulative trauma, and whom often face very real current threats such as being sent back to the danger from which they have fled. After fleeing war, persecution, rape or abuse in their country of origin, many find their mental health problems are exacerbated upon arrival.

A recent internal survey of the female clients we support therapeutically in August 2015 indicated that 15% had been tortured and 78% are survivors of sexual violence and rape - many of these women had children as a result. Nearly all have reported overwhelming anxiety, depression, survival guilt and trouble concentrating. The men we work with often struggle with with an added layer of feelings of failure owing to their inability to provide for or protect vulnerable children in a foreign country where they are not allowed to work.

Our clients present with symptoms related to traumatic experiences including:

- flashbacks
- nightmares
- low mood
- hyper arousal (leading to sleep deprivation, problems in concentration, self-destructive or aggressive behaviour)

These symptoms affect their daily ability to function. On top of this, all of our clients have experienced barriers to existing mental health support due to negative experiences of institutions, fear of forced return and linguistic or cultural misunderstandings.

Aims & Delivery

The London-based Improving Refugees' Mental Health Project falls under our wider Therapeutic Services. Over three years, this project aims to provide 270 refugees with culturally and gender sensitive psychotherapy and crisis intervention.

1. To address mental health needs, the project will offer 12 one-to-one counselling sessions for 180 clients. In these sessions we use translation services to overcome language barriers. Language is "one of the major barriers preventing asylum seekers from accessing mental health services is language" (Mind 2009).

2. To address social integration needs, the project offers peer group work for 90 clients. As most refugees arrive alone, groups rebuild their social support network.

Those with unique needs are referred to suitable specialist services e.g. Freedom from Torture or Migrant Help as many do not know of the longer-term support available.

Our model draws on therapeutic disciplines such as:

- Narrative therapy, where bearing witness plays a significant role in actively listening to clients' experiences in an enabling and empowering manner.
- Psycho-education to enhance the clients' perspective on the understanding of mental health symptoms.
- Mindfulness, to help clients gain awareness of self and feel connected with the present thereby making them feel safe.
- Person-centred approach, working on present issues and responding to immediate needs.

Refugee Council

The Refugee Council's Therapeutic Services has an expertise in mental health needs, seeing 564 clients across a number of therapeutic projects in the last financial year. We have built trust with clients and within the wider communities meaning we are strategically placed to tackle the social isolation and provide a level of stability that can be a lifeline to those who have faced such dreadful trauma and upheaval.

Improving Londoner's Mental Health

This project ensures: more refugees and asylum-seekers experiencing trauma, grief and loss accessing mental health services resulting in improved mental health; and indirectly, a reduction in suicide and self-harm amongst the recognised at-risk groups.

This project also meets the 'Principles of Good Practice' as refugees and asylum-seekers come from all over the world; a lot clients often return to volunteer - they add value to our projects by bringing different skills, knowledge and languages; and we consult our clients when planning services.

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?

The Refugee Council is Office of the Immigration Services Commissioner accredited.

The Refugee Council's Therapeutic Service is British Association for Counselling and Psychotherapy accredited.

The Refugee Council has an Investors in Volunteering award.

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.

270 refugees and asylum-seekers over 3 years receive a Therapeutic Services holistic initial assessment to assess their mental health.

180 refugees and asylum-seekers over 3 years will receive Therapeutic Services' one-to-one counselling for up to 12 sessions to improve their mental health.

90 refugees and asylum-seekers over 3 years will attend Therapeutic Services' psycho-social, creative and well-being groups to meet their peers and develop a social network.

75 refugees and asylum-seekers over 3 years will be referred to specialist agencies if necessary to address specific needs e.g. Freedom from Torture or Migrant Help.

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.

Beneficiaries experience improved mental health that is stabilised or prevented from worsening.

To evidence this, of 180 clients receiving one-to-one counselling:

- 60% of clients surveyed develop skills to manage unwanted thoughts and feelings.

- 65% of clients surveyed develop better sleeping patterns/report improvements in mood

Beneficiaries gain the skills, confidence and support to integrate into local communities through psycho-social groups.

To evidence this, of 90 clients attending group activities:

- 70% of clients surveyed develop good relationships/have someone to turn to for support

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?

The Refugee Council intends to run Therapeutic Services for refugees and asylum-seekers after the funding period ends. The charity will seek to fund the service from the Department of Health's Health and Social Care Volunteering Fund (HSCVF).

Who will benefit?

About your beneficiaries

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

90

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

London-wide (100%)

What age group(s) will benefit?

0-15

16-24

25-44

45-64

65-74

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?

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 |
|----------------------------------|---------------|---------------|---------------|----------------|
| Therapeutic Services Staff Costs | 35,867 | 37,235 | 38,493 | 111,595 |
| Direct Infrastructure Costs | 9,102 | 9,193 | 9,285 | 27,580 |
| Contribution to Core Costs | 6,745 | 6,964 | 7,167 | 20,876 |
| | 0 | 0 | 0 | 0 |
| | 0 | 0 | 0 | 0 |
| | 0 | 0 | 0 | 0 |
| | 0 | 0 | 0 | 0 |
| | 0 | 0 | 0 | 0 |
| TOTAL: | 51,715 | 53,392 | 54,944 | 160,051 |

What income has already been raised?

| Source | Year 1 | Year 2 | Year 3 | Total |
|------------------|---------------|----------|----------|---------------|
| Individual Donor | 14,621 | 0 | 0 | 14,621 |
| | 0 | 0 | 0 | 0 |
| | 0 | 0 | 0 | 0 |
| | 0 | 0 | 0 | 0 |
| TOTAL: | 14,621 | 0 | 0 | 14,621 |

What other funders are currently considering the proposal?

| Source | Year 1 | Year 2 | Year 3 | Total |
|---|---------------|---------------|---------------|---------------|
| Stanley Thomas Johnson Foundation (only a small amount will contribute to salaries mentioned in this application) | 30,000 | 30,000 | 30,000 | 90,000 |
| | 0 | 0 | 0 | 0 |
| | 0 | 0 | 0 | 0 |
| | 0 | 0 | 0 | 0 |
| TOTAL: | 30,000 | 30,000 | 30,000 | 90,000 |

How much is requested from the Trust?

| Expenditure heading | Year 1 | Year 2 | Year 3 | Total |
|------------------------------------|---------------|---------------|---------------|----------------|
| 70% of total project revenue costs | 36,201 | 37,375 | 38,461 | 112,037 |
| | 0 | 0 | 0 | 0 |
| | 0 | 0 | 0 | 0 |
| TOTAL: | 36,201 | 37,375 | 38,461 | 112,037 |

Finance details

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

| | | |
|-----------------------|------------------------|----------------------|
| Financial year ended: | Month: March | Year: 2015 |
|-----------------------|------------------------|----------------------|

| Income received from: | £ |
|-----------------------------------|------------------|
| Voluntary income | 1,667,000 |
| Activities for generating funds | 60,000 |
| Investment income | 22,000 |
| Income from charitable activities | 2,856,000 |
| Other sources | 3,000 |
| Total Income: | 4,608,000 |

| Expenditure: | £ |
|---|------------------|
| Charitable activities | 4,819,000 |
| Governance costs | 16,000 |
| Cost of generating funds | 685,000 |
| Other | 0 |
| Total Expenditure: | 5,520,000 |
| Net (deficit)/surplus: | -912,000 |
| Other Recognised Gains/(Losses): | 0 |
| Net Movement in Funds: | -912,000 |

| Asset position at year end | £ |
|----------------------------|------------------|
| Fixed assets | 434,000 |
| Investments | 4,000 |
| Net current assets | 4,222,000 |
| Long-term liabilities | 136,000 |
| *Total Assets (A): | 4,524,000 |

| Reserves at year end | £ |
|-----------------------------|------------------|
| Restricted funds | 671,000 |
| Endowment Funds | 0 |
| Unrestricted funds | 3,853,000 |
| *Total Reserves (B): | 4,524,000 |

* 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?
41-50%

Organisational changes

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

Our core activities and structure have not changed significantly. However we have secured significant new Resettlement funding, in particular associated with the Government's pledge to resettle 20,000 refugees under the Syrian Vulnerable Persons Relocation scheme, and expect this activity to continue to grow. Our individual donors have also responded generously to the refugee crisis and as a result we forecast a one-off surplus in 2015/16.

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 | 1,000 | 0 | 0 |
| London Councils | 0 | 62,000 | 62,000 |
| Health Authorities | 507,000 | 491,000 | 291,000 |
| Central Government departments | 4,350,000 | 4,164,000 | 1,418,000 |
| Other statutory bodies | 632,000 | 516,000 | 512,000 |

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 £ |
|--|-----------|-----------|-----------|
| Home Office United Kingdom Border Agency | 4,350,000 | 4,164,000 | 1,418,000 |
| Big Lottery Fund | 301,000 | 24,000 | 119,000 |
| Sheffield City Council | 629,000 | 516,000 | 512,000 |
| NHS London | 291,000 | 291,000 | 291,000 |
| Department of Health - Ecorys | 196,000 | 205,000 | 0 |

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: **Ruby McDougall**

Role within **Trusts and Statutory Officer**

Organisation:

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The City Bridge Trust
Investing In Londoners:
Application for a grant



About your organisation

| | |
|--|--|
| Name of your organisation: Community Activities Project Ealing - CAPE | |
| If your organisation is part of a larger organisation, what is its name? n/a | |
| In which London Borough is your organisation based? Ealing | |
| Contact person: Miss Sarah Luke | Position: Project Director |
| Website: http://www.c-a-p-e.co.uk | |
| Legal status of organisation: Registered Charity | Charity, Charitable Incorporated Company or company number: 1064778 |
| When was your organisation established? 17/10/1997 | |

Grant Request

| |
|---|
| Under which of City Bridge Trust's programmes are you applying? Improving Londoners' Mental Health |
| Which of the programme outcome(s) does your application aim to achieve? A reduction in suicide and self-harm amongst the recognised at risk groups |
| Please describe the purpose of your funding request in one sentence. To recruit a full time member of staff to provide an outreach service and run a variety of activities within our recovery mental health service. |
| When will the funding be required? 01/01/2016 |
| How much funding are you requesting? Year 1: £30,314 Year 2: £30,245 Year 3: £30,528 Total: £91,087 |

Aims of your organisation:

CAPE aims, through the recovery model, to support and encourage people with mental health problems to improve their lives and to have as much independence and stability as possible.

Our service focuses on improving engagement in life, and within the local community. The promotion of equality of opportunity is paramount within our work and we strongly promote the right for our clients to have full access to a variety of learning, housing, leisure, health, employment and training opportunities which improve social functioning and overall psychological wellbeing.

We offer ongoing support services to clients with a range of conditions that are either severe, highly disabling, and/or psychotic in nature. Our service prevents hospital admissions and reduces the length of stay when our clients are receiving in-patient care.

We provide services in response to the changing needs of our client group and we are committed to ensuring our clients are fully involved in the decision-making process of the services we provide.

Main activities of your organisation:

CAPE has over 18 years experience working with individuals with mental health needs, supporting 275-plus Ealing residents annually, over 60 people each day.

Services include:

Outreach service: Intensive one-to-one support for clients in their homes/the community, five days a week. We use the recovery model to promote mental wellbeing, improve social contact and life skills and prevent hospital admission.

CAPE Drop-in: This provides support and advice from staff, and a social forum to meet friends/access a raft of groups.

Health and Wellbeing groups: Five weekly groups: Walk for Wellbeing, Smoking Cessation, Slimming, Wellbeing Support and Horticulture.

Therapeutic groups: Three weekly talking therapy groups: Behavioural Activation Therapy, Hearing voices and Recovery.

Number of staff

| Full-time: | Part-time: | Management committee members: | Active volunteers: |
|------------|------------|-------------------------------|--------------------|
| 4 | 3 | 6 | 41 |

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 | 10 years |

Summary of grant request

The need for the project - Over the last 12 months we have seen a steady increase in our attendance figures and have experienced a high uptake of group participation and engagement from individuals seeking support from staff. There is a clear indication that our services are in high demand. When clients are inducted into our service and asked what they would like to achieve the main aims are to increase confidence, self esteem, make friends, to volunteer, to get back into the world of work or training and to have somewhere which offers them some structure to their day.

How will the work be delivered and why are we the right organisation to deliver the work - We have 18 years experience of delivering services for individuals with mental health needs. We have an excellent reputation for providing innovative, effective support services that promote recovery across a diverse, complex client population. We have strong operational policies and procedures in place to ensure we can deliver these services.

What your project will aim to achieve - The overall aim of our outreach and drop in service and through their groups we facilitate is to offer support and promote personal recovery to individuals accessing our service. Through this support we aim to see a reduction in suicide and self harm of those who suffer mental health difficulties.

How your project will meet the Trust's programme outcome under which you are applying By recruiting a member of staff we will prevent a reduction in suicide and self harm by ensuring we continue to meet the Trusts programme by

- Developing relationships with individuals who use our service
- Increasing the confidence of those who use our service
- Supporting clients to deal with worries and concerns before things escalate
- Support clients to break down barrier to accessing local services
- Providing early intervention support before relapse which could lead to in-patient care

Our project can demonstrate that our service meets the Trust's Principles of Good Practice' by involving service users in the planning of the services if appropriate - we undertake quarterly community meetings with clients, annual client consultation, quarterly client feedback and daily electronic feedback. The findings of these consultations enable evidence based decision making in the effective targeting of our resources and service delivery decisions.

We also welcome people from all backgrounds and value diversity - Ealing, like many Boroughs in London, is very diverse in character. It is recognised as having the fourth most ethnically diverse population of all local authority areas in the country, in terms of the number of people from different ethnic backgrounds residing here. We ensure our service caters for those from different backgrounds by celebrating cultural festivals, working alongside other minority groups and providing ethnically diverse foods.

Value and support volunteers - Our 30-plus client volunteers are supervised by staff each time they work. Volunteer log books are used to log voluntary hours shift by shift. These hours contribute to different levels of certification of hours contributed to CAPE.

CAPE takes steps as an organisation to reduce your carbon footprint by

- Being committed to minimising its environmental impact and reducing our carbon footprint. We continue to comply with all relevant environmental legislation and regulation and minimise our environmental impact.
- Taking positive steps to reduce the amount of waste we produce and implement 'Reduce Reuse and Recycle' where possible.
- We look at the amount of energy we use throughout the building.
- When purchasing items we consider the environmental effects of products and those credentials of their suppliers.

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?

Currently we don't hold any quality marks but we are starting to put procedures in place to secure Investors in People accreditation by the end of 2016

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.

To provide an Outreach service over a three year period. This service is for individuals who are hardest to reach within our community. One worker can provide intensive mental health outreach support for 36 clients over a 3 years period.

To provide a drop in service. This worker would work alongside others in the team to provide a drop in service. Currently averaging 70 people a day. The worker would be available to provide advice, problem solving and support when clients are in crisis.

To run a variety of groups. This worker will be responsible for running two therapeutic groups within our drop in service. These groups support clients through the pathway of recovery.

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.

Outreach service

To increase and maximise opportunity for reducing social isolation and loneliness.

To empower and increase the confidence of our clients to break down the barriers preventing them for accessing other services. To increase self esteem by supporting clients through the recovery model.

Drop in service

To increase the level of opportunity to access, establish and maintain friendships increasing social integration.

Increased confidence through social contact with other.

To improve independence.

Groups

To relearn and develop new skills.

To increase outdoor activity, exercise and wellbeing

To provide talking therapy groups which provide clients with coping mechanisms in dealing with the challenges of living with a mental illness

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?

Yes, after year 3 we would look to other Trusts or through fund raising activities to continue to fund this position. The post we are asking you to fund is currently funded by Lloyds TBS foundation, this funding is coming to an end in October 2015.

Who will benefit?

About your beneficiaries

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

275

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

Ealing (100%)

What age group(s) will benefit?

16-24 25-44 45-64 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?

91-100%

Funding required for the project

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

| Expenditure heading | Year 1 | Year 2 | Year 3 | Total |
|---------------------------|--------|--------|--------|--------|
| Basic Salary including LW | 25,415 | 25,652 | 25,891 | 76,959 |
| Employer NI | 2,445 | 2,478 | 2,511 | 7,435 |
| Pension | 1,183 | 1,195 | 1,207 | 3,585 |
| Expenses | 720 | 720 | 720 | 2,160 |
| Training provision | 200 | 200 | 200 | 600 |
| Recruitment costs | 350 | 0 | 0 | 350 |
| | 0 | 0 | 0 | 0 |
| | 0 | 0 | 0 | 0 |
| | 0 | 0 | 0 | 0 |

| | | | | |
|---------------|---------------|---------------|---------------|---------------|
| TOTAL: | 30,313 | 30,245 | 30,529 | 91,087 |
|---------------|---------------|---------------|---------------|---------------|

What income has already been raised?

| Source | Year 1 | Year 2 | Year 3 | Total |
|--------|--------|--------|--------|-------|
| | 0 | 0 | 0 | 0 |
| | 0 | 0 | 0 | 0 |

| | | | | |
|---------------|----------|----------|----------|----------|
| TOTAL: | 0 | 0 | 0 | 0 |
|---------------|----------|----------|----------|----------|

What other funders are currently considering the proposal?

| Source | Year 1 | Year 2 | Year 3 | Total |
|--------|--------|--------|--------|-------|
| | 0 | 0 | 0 | 0 |
| | 0 | 0 | 0 | 0 |

| | | | | |
|---------------|----------|----------|----------|----------|
| TOTAL: | 0 | 0 | 0 | 0 |
|---------------|----------|----------|----------|----------|

How much is requested from the Trust?

| Expenditure heading | Year 1 | Year 2 | Year 3 | Total |
|---------------------|--------|--------|--------|--------|
| Basic Salary | 25,415 | 25,652 | 25,891 | 76,959 |
| Employers NI | 2,445 | 2,478 | 2,511 | 7,435 |
| Pension | 1,183 | 1,195 | 1,207 | 3,585 |
| Expenses | 720 | 720 | 720 | 2,160 |
| Training provision | 200 | 200 | 200 | 600 |
| Recruitment cost | 350 | 0 | 0 | 350 |
| | 0 | 0 | 0 | 0 |

| | | | | |
|---------------|---------------|---------------|---------------|---------------|
| TOTAL: | 30,313 | 30,245 | 30,529 | 91,087 |
|---------------|---------------|---------------|---------------|---------------|

Finance details

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

| | | |
|-----------------------|------------------------|----------------------|
| Financial year ended: | Month: March | Year: 2015 |
|-----------------------|------------------------|----------------------|

| Income received from: | £ |
|-----------------------------------|----------------|
| Voluntary income | 8,233 |
| Activities for generating funds | 8,868 |
| Investment income | 2 |
| Income from charitable activities | 204,860 |
| Other sources | 0 |
| Total Income: | 221,963 |

| Expenditure: | £ |
|---|----------------|
| Charitable activities | 209,156 |
| Governance costs | 4,560 |
| Cost of generating funds | 8,074 |
| Other | 0 |
| Total Expenditure: | 221,790 |
| Net (deficit)/surplus: | 173 |
| Other Recognised Gains/(Losses): | 0 |
| Net Movement in Funds: | 0 |

| Asset position at year end | £ |
|----------------------------|---------------|
| Fixed assets | 0 |
| Investments | 1 |
| Net current assets | 34,653 |
| Long-term liabilities | (5,000) |
| *Total Assets (A): | 29,654 |

| Reserves at year end | £ |
|-----------------------------|---------------|
| Restricted funds | 11,920 |
| Endowment Funds | 0 |
| Unrestricted funds | 17,734 |
| *Total Reserves (B): | 29,654 |

* 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? 71-80% |
|--|

Organisational changes

| |
|--|
| Describe any significant changes to your structure, financial position or core activities since the date of your most recent accounts: None |
|--|

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 | 176,332 | 155,002 | 149,409 |
| 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 | 2012 £ | 2013 £ | 2014 £ |
|---------------------------------|-----------|-----------|-----------|
| Lloyds TSB | 0 | 13,500 | 13,500 |
| Industrial Therapy Organisation | 33,932 | 11,089 | 14,605 |
| | 0 | 0 | 0 |
| | 0 | 0 | 0 |
| | 0 | 0 | 0 |

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: **Sarah Luke**

Role within **Project Director**
Organisation:

The City Bridge Trust
Investing In Londoners:
Application for a grant



About your organisation

| | |
|--|---|
| Name of your organisation: Nafsiyat Intercultural Therapy Centre | |
| If your organisation is part of a larger organisation, what is its name? | |
| In which London Borough is your organisation based? Islington | |
| Contact person: Mr Adam Weatherhead | Position: Managing Director |
| Website: http://www.nafsiyat.org.uk | |
| Legal status of organisation: Registered Charity | Charity, Charitable Incorporated Company or company number: 287819 |
| When was your organisation established? 01/04/1983 | |

Grant Request

| | | |
|--|------------------------|------------------------|
| Under which of City Bridge Trust's programmes are you applying? Improving Londoners' Mental Health | | |
| Which of the programme outcome(s) does your application aim to achieve? More people from BME communities accessing appropriate mental health services, resulting in them receiving the right care and treatment More refugee and asylum seekers experiencing trauma, grief and loss accessing mental health services resulting in improved mental health | | |
| Please describe the purpose of your funding request in one sentence. Support for Nafsiyat's Intercultural therapy and community support services including language-specific therapist provision, pro-rata salary for a Community Link Worker and contribution towards running costs. | | |
| When will the funding be required? 01/08/2016 | | |
| How much funding are you requesting? | | |
| Year 1: £32,798 | Year 2: £32,945 | Year 3: £33,094 |
| Total: £98,837 | | |

Aims of your organisation:

Nafsiyat means "mind, body and soul" in three ancient languages. In 1983, leading Indian psychotherapist Jafar Kareem founded the charity following a career as Senior Lecturer in the psychiatry department at UCL. Jafar recognised that many from BAMER communities with acute mental health problems, struggle to access appropriate help. Our organisation has pioneered an innovative and accessible form of multi-disciplinary psychotherapy for ethnic minorities and remains the only intercultural centre offering psychotherapy to these communities in London.

Nafsiyat's founding principles encompass the well-researched cultural and racial factors in mental illness. We actively promote our approach as a form of dynamic therapy that is culturally sensitive to the needs of all those who seek our help. We are particularly focused on reaching the most disadvantaged and socially excluded with the aim of helping communities adjust and work together. Our work has led to major improvements in services for people with complex needs and set the standards for UK practice.

Main activities of your organisation:

Our primary activity is the delivery of specialised therapeutic services to people from ethnic minorities, taking account of cultural and racial needs. From our purpose-built centre in north London we provide therapeutic support free to adults in the Boroughs of Camden, Islington, Haringey and Enfield. Currently we can offer therapy in 23 languages including Arabic, Urdu and Bengali and employ both professional and qualified-volunteer therapists. Last year we helped 300 people struggling with mental-health issues.

Alongside this, we raise funds to deliver projects London-wide targeting specific groups such as families fleeing war torn areas. Interventions that we offer include domestic violence, relationship issues, childhood sexual abuse and cultural based issues. We work with individuals, couples, families, mixed gender groups. Nafsiyat works with a high number of refugees who have survived trauma and need specialist therapy to rebuild their lives.

Combined with our successful clinical work, we are the leading UK organisation for training and the development of intercultural therapy.

Number of staff

| Full-time: | Part-time: | Management committee members: | Active volunteers: |
|------------|------------|-------------------------------|--------------------|
| 2 | 8 | 7 | 15 |

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 | 2020 |

Summary of grant request

Nafsiyat's services are increasingly in demand due to the rise of mental health issues in the UK alongside the reduction in the stigma for BAMER communities seeking help. The expanding refugee population in also London presents challenges for mental health services, as their complex needs are hard to meet.

Currently Nafsiyat is contracted in Enfield, Islington, Camden and Haringey and is oversubscribed for referrals in all areas. We can only undertake work in other boroughs if project funding is found, despite widespread need across London. We know this due to our wide network of referral partners including GPs, the Red Cross, MIND and Women's Solace Aid.

Alongside this, Nafsiyat cannot often offer more than 12 sessions to clients despite many desperately needing longer term therapy of up to 20 sessions. Our Arabic and Arabic dialect therapists are in high demand due to the number of Syrians entering the country and requiring our services. From our significant experience, early, appropriate mental health support not only improves overall mental health and well-being it also reduces the need for mainstream healthcare, whose services are overwhelmed by referrals from newly arrived refugees.

Funding from the City Bridge Trust will enable Nafsiyat to offer more hours of language-specific therapy, set up a new psycho-social holding group, employ a part-time Community Link Worker and support our rent overheads. This crucial funding will help improve our core services, build sustainability and enable us to help more BAMER clients in the most deprived areas of London.

At Nafsiyat a client receives culturally appropriate therapy in a language they are comfortable speaking (usually their mother-tongue) in a safe and comfortable environment. Our specialist clinical team are trained in a number of interventions and can offer therapy to clients aged 16+ supporting a range of traumas and mental -health issues. Funding to increase the number of language-appropriate therapy hours will mean we can help more clients and expand the number of sessions offered in the most serious cases. In particular we need to offer more hours of Arabic and Arabic dialect therapy and can do this either by using funding to increase the hours worked by our current pool of sessional therapists or by employing more therapists with specific language skills to meet our clients' needs. The funding will also us enable to set up a psycho-social holding group session for people while they are on the waiting list for individual therapy session, meeting their needs sooner.

Alongside this, our experience is that all referred refugees will have high levels of trauma and complex needs including practical problems in terms of financial difficulties, poor or inadequate accommodation, or even homelessness. There may be pressing legal issues with their asylum applications, and threat of detention contributing negatively to their mental health. Therapeutic outcomes are closely related to a person's practical issues being addressed in tandem. For this reason, we want to offer regular appointments with a Community Link Worker delivering signposting services to clients and maximising our relationships with community organisations across the capital with expertise in housing, education, employment and immigration.

Overall, funding will enable us to help an additional 100 people a year by year 3.

Nafsiyat has been providing intercultural therapy and counselling for over 30 years. Our organisation has pioneered an innovative and accessible form of multi-disciplinary psychotherapy for ethnic minorities and remains the only intercultural centre offering psychotherapy to these communities in London. We have highly trained and experienced clinical staff and an excellent track record of working with other BAMER community organisations as well as statutory and academic institutions such as UCL and Cambridge University.

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?

Nafsiyat is accredited as a membership organisation of the UK Council for Psychotherapy (UKCP). Through this we offer training, supervision and consultancy on intercultural therapy and related issues.

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.

An expanded London-wide referral network in particular in targeted boroughs of Hackney, Newham, Southwark and Barnet.

A greater number of clients from BAMER communities in London offered either individual or group language-specific therapy.

A comprehensive sign-posting service offered to Nafsiyat's clients.

Creation of an expanded network of community organisations working in partnership with Nafsiyat and offering support and expertise to Nafsiyat's clients.

Creation of a psycho-social holding group session for people while they are on the waiting list for individual therapy sessions.

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.

More people from BAMER communities in London accessing Nafsiyat's language-specific therapy services resulting in them receiving the right care and treatment and improving their mental health.

More refugees and asylum seekers experiencing trauma, grief and loss in London accessing Nafsiyat's therapy services resulting in improved mental health.

More referred clients receiving in tandem support with issues including housing, employment and immigration enabling each client to achieve a holistic improvement in their mental-health and overall well-being.

Improvements made to service-delivery and monitoring/evaluation processes thanks to additional therapist provision. This will improve Nafsiyat's offer to clients, relationships with partner organisations and our ability to evidence impact and secure fundraising and contract income.

Reduction in waiting times for clients and clients offered quality group sessions whilst they are waiting.

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?

There is an increasing demand for intercultural therapy services in London and Nafsiyat in particular to support newly arrived Syrians and other refugees suffering trauma. We want to continue to improve and expand our mental-health services to support BAMER communities London-wide. We will continue to fundraise, create partnerships and enter into contract agreements to deliver this critically important work.

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?

London-wide (40%)

Hackney (20%)

Southwark (20%)

Newham (20%)

What age group(s) will benefit?

16-24

25-44

45-64

65-74

What gender will beneficiaries be?

All

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

Asian/ Asian British (including Indian; Pakistani; Bangladeshi; Chinese; Any other Asian background)

Black/ African/ Caribbean/ Black British (including African; Caribbean; Any other Black/ African/ Caribbean background)

Other ethnic group (including Arab)

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 |
|--|--------|--------|--------|---------|
| Language specific therapy provision | 72,585 | 76,210 | 80,020 | 228,815 |
| Community Link Worker pro rata salary + ON costs | 12,298 | 12,445 | 12,594 | 37,337 |
| Rent Overheads | 34,000 | 34,000 | 34,000 | 102,000 |
| | 0 | 0 | 0 | 0 |

| | | | | |
|---------------|----------------|----------------|----------------|----------------|
| TOTAL: | 118,883 | 122,655 | 126,614 | 368,152 |
|---------------|----------------|----------------|----------------|----------------|

What income has already been raised?

| Source | Year 1 | Year 2 | Year 3 | Total |
|--------|--------|--------|--------|-------|
| | 0 | 0 | 0 | 0 |

| | | | | |
|---------------|----------|----------|----------|----------|
| TOTAL: | 0 | 0 | 0 | 0 |
|---------------|----------|----------|----------|----------|

What other funders are currently considering the proposal?

| Source | Year 1 | Year 2 | Year 3 | Total |
|------------------------|--------|--------|--------|--------|
| Henry Smith Charity | 14,000 | 14,000 | 14,000 | 42,000 |
| Lloyds Bank Foundation | 14,640 | 14,640 | 0 | 29,280 |
| | 0 | 0 | 0 | 0 |
| | 0 | 0 | 0 | 0 |

| | | | | |
|---------------|---------------|---------------|---------------|---------------|
| TOTAL: | 28,640 | 28,640 | 14,000 | 71,280 |
|---------------|---------------|---------------|---------------|---------------|

How much is requested from the Trust?

| Expenditure heading | Year 1 | Year 2 | Year 3 | Total |
|--|--------|--------|--------|--------|
| Language specific therapy provision | 12,500 | 12,500 | 12,500 | 37,500 |
| Community Link Worker pro rata salary + ON costs | 12,298 | 12,445 | 12,594 | 37,337 |
| Rent Overheads | 8,000 | 8,000 | 8,000 | 24,000 |
| | 0 | 0 | 0 | 0 |
| | 0 | 0 | 0 | 0 |
| | 0 | 0 | 0 | 0 |
| | 0 | 0 | 0 | 0 |
| | 0 | 0 | 0 | 0 |
| | 0 | 0 | 0 | 0 |

| | | | | |
|---------------|---------------|---------------|---------------|---------------|
| TOTAL: | 32,798 | 32,945 | 33,094 | 98,837 |
|---------------|---------------|---------------|---------------|---------------|

Finance details

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

| | | |
|-----------------------|------------------------|----------------------|
| Financial year ended: | Month: March | Year: 2015 |
|-----------------------|------------------------|----------------------|

| Income received from: | £ |
|-----------------------------------|----------------|
| Voluntary income | 18,155 |
| Activities for generating funds | 0 |
| Investment income | 27 |
| Income from charitable activities | 174,783 |
| Other sources | 0 |
| Total Income: | 192,965 |

| Expenditure: | £ |
|---|----------------|
| Charitable activities | 174,992 |
| Governance costs | 2,476 |
| Cost of generating funds | 1,069 |
| Other | 0 |
| Total Expenditure: | 178,537 |
| Net (deficit)/surplus: | 14,428 |
| Other Recognised Gains/(Losses): | 0 |
| Net Movement in Funds: | 14,428 |

| Asset position at year end | £ |
|----------------------------|----------------|
| Fixed assets | 3 |
| Investments | 0 |
| Net current assets | 120,147 |
| Long-term liabilities | 0 |
| *Total Assets (A): | 120,150 |

| Reserves at year end | £ |
|-----------------------------|----------------|
| Restricted funds | 0 |
| Endowment Funds | 7,904 |
| Unrestricted funds | 112,246 |
| *Total Reserves (B): | 120,150 |

* 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?
81-90%

Organisational changes

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

Since 31 March 2015 Nafsiyat has appointed a new Chair (Jane Cook) and new Managing Director (Adam Weatherhead). We have also recently appointed a new Clinical Services Manager (Farideh Dizadji).

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 | 42,109 | 56,220 | 61,220 |
| London Councils | 0 | 0 | 0 |
| Health Authorities | 103,386 | 114,040 | 138,120 |
| 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 | 2012 £ | 2013 £ | 2014 £ |
|----------------------------------|-----------|-----------|-----------|
| Trust for London | 30,000 | 22,500 | 7,500 |
| BBC Children in Need | 9,538 | 9,557 | 9,515 |
| Sir Jules Thorn Charitable Trust | 600 | 0 | 0 |
| | 0 | 0 | 0 |
| | 0 | 0 | 0 |

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: **Adam Weatherhead**

Role within **Managing Director**
Organisation:

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The City Bridge Trust
Investing In Londoners:
Application for a grant



About your organisation

| | |
|--|--|
| Name of your organisation: Thames Reach Housing Association Limited | |
| If your organisation is part of a larger organisation, what is its name? N/a | |
| In which London Borough is your organisation based? Southwark | |
| Contact person: Mr Milton Bevan | Position: Fundraising Manager |
| Website: http://www.thamesreach.org.uk; | |
| Legal status of organisation: Registered Charitable Industrial and | Charity, Charitable Incorporated Company or company number: XN76517 |
| When was your organisation established? 18/04/1984 | |

Grant Request

| |
|---|
| Under which of City Bridge Trust's programmes are you applying? Improving Londoners' Mental Health |
| Which of the programme outcome(s) does your application aim to achieve? More homeless and transient people having access to mental health services and reporting improved well-being More homeless and transient people having access to mental health services and reporting improved well-being |
| Please describe the purpose of your funding request in one sentence. Mental Health Matters: To enable rough sleepers fairer access to mental health services thereby enabling them to access and sustain accommodation, improving their health outcomes. |
| When will the funding be required? 01/09/2015 |
| How much funding are you requesting? Year 1: £48,801 Year 2: £52,219 Year 3: £53,794 Total: £154,814 |

Aims of your organisation:

Our mission is to end street homelessness by assisting homeless and vulnerable people to find decent homes, build supportive relationships and lead fulfilling lives. We specialise in helping those with complex support needs such as mental ill-health, substance misuse and complex trauma. Our services include street outreach, hostels, day services, specialist supported housing and a range of employment, training, and education programmes. We reach out to those most in need and have a policy never to give up on anyone. The causes of homelessness are complex, and so the solution has to be holistic. Our strength lies in knowing what is happening on the ground, being honest with service users about what they can expect and providing practical, personalised interventions. Homelessness and its effects are a great human injustice but we also know that there is a financial cost; we aim to deliver services that provide value for money to both the end user and society as a whole.

Main activities of your organisation:

We provide a range of Street Outreach services working with entrenched rough sleeper and those new to the street, and have a track record in helping people with multiple and complex needs - including those associated with poor mental health and substance misuse. We provide the London-wide Street Rescue service, across the Capital every day of the year, deploying 4 outreach shifts every night to find people and help them get off the street. Last year we met with 1,600 rough sleepers of whom 700 moved directly away from the streets and into accommodation. We provide front-line hostels, day services, and specialist supported housing for those with substance and mental health needs. Last year we provided tenancy support to over 765 vulnerable people across London. We also provide a diverse range of volunteering, training and employment programmes. Thames Reach's Employment Academy is a flagship employment hub based in Peckham, and last year supported 900 people towards employment.

Number of staff

| Full-time: | Part-time: | Management committee members: | Active volunteers: |
|------------|------------|-------------------------------|--------------------|
| 328 | 45 | 16 | 252 |

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? |
|--|--|
| Owned | |

Summary of grant request

Thames Reach is proposing to develop a project called 'Mental Health Matters (MHM)'. This will enable people who are entrenched rough sleepers with undiagnosed mental health issues, to receive mental health assessments and services enabling them to leave the streets and supportively resettle into the community.

Thames Reach's pan-London street outreach services have charted a growth in the number of people sleeping on the streets. We are increasingly effective at ensuring that people who spend their first night on the streets move on quickly to access accommodation and support, which means that they don't need to sleep on the streets. However, there are a number of service users who are entrenched on the streets, and call the streets their home. Our annual data from the calendar year 2013-14 shows that 23% of rough sleepers are deeply entrenched and 160 are exhibiting symptoms of mental illness that are troubling and remain undiagnosed. The London Housing Committee publication 'No Going Back: Breaking the Cycle of Rough Sleeping and Homelessness' (July 2014) cites the need for mental health oriented outreach and homeless services, to help people access health services and enter accommodation. Furthermore, research of Nick Maguire; Deputy Head of Psychology (Education) at the University of Southampton, indicates a need to address psychological issues of those most entrenched rough sleepers, to help them off the streets.

To address this need, Thames Reach has completed an 18 month pilot MHM project funded by the Department for Communities and Local Government (DCLG). We partnered with EASL (Enabling Assessment Service London) who provided mental health professionals (such as clinical psychologists and approved mental health social workers) to accompany Thames Reach's street outreach shifts. They provided advice to staff members in engaging people with mental health needs, and conducting mental health assessments and interventions to seventy-four entrenched rough sleepers with complex mental health needs. Many of these have resulted in vulnerable people obtaining settled accommodation with 81% engagement with services.

The findings from this pilot clearly show that taking mental health interventions to the rough sleeper facilitates engagement with statutory services at an earlier stage and breaks the cycle of entrenched homelessness, promoting an exit from the street. The average spend for rough sleepers accessing acute services was £5,600 (Future Now Homelessness Health Matters the case for Change - 2014). With 70% of homeless people presenting with a Mental Health need versus 30% in the general population (Brighter Futures Academy - 2011), there is a clear case that earlier intervention not only improves the life of the individual sooner but also has a significant cost savings to A&E's.

Based on these findings, Thames Reach wish to evolve and expand the MHM project and provide a further evidence base to support the Case for Action - Health Services for Homeless People in London (May 2015). We will achieve this by:

1. Providing direct assessment, advocacy and advice to rough sleepers Pan-London who are entrenched/marginalised, due to long-standing mental health needs. Assessments will be undertaken by a mental health professional contracted through EASL, an approved Mental Health Practitioner (AMP) along side Thames Reach outreach workers.
2. Facilitating group sessions with staff ('case work management') which will provide a reflective space to assist staff in working best with entrenched rough sleepers with mental health needs, and up-skill staff to enable further competence and confidence in this area.
3. Identifying and sharing good practice based on our monitoring and evaluation.

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?

No certificate at this time. However, we currently have a programme in development to achieve this. Thames Reach use the EFQM Excellence model as an

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.

Over the 3 years of the project, 270 entrenched rough sleepers receiving mental health advice.

Over the 3 years of the project, 216 entrenched rough sleepers receiving assessments around their mental health needs access to appropriate support services.

Over the 3 years of the project, 216 entrenched rough sleepers receive input from group clinical supervision sessions undertaken by outreach staff, that helps them engage with statutory and voluntary sector mental health services.

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.

Over the 3 years of the project, increase the number of entrenched rough sleepers engaging with mental health services.

Over the 3 years of the project, increase the number of entrenched rough sleepers achieving stable accommodation directly due to MHM, not including temporary accommodation options, such as B&Bs, or accommodation sourced independently of EASL interventions.

Over the 3 years of the project, increase the number of entrenched rough sleepers retaining stable accommodation following initial resettlement.

Over the 3 years of the project, 100% entrenched rough sleepers engaged with service signed up with a GP.

Over the 3 years of the project, an increase in numbers of entrenched rough sleepers experiencing an increase in their mental wellbeing.

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?

No. We believe that by the end of the project our staff will have developed the networks, pathways and skills needed to enable rough sleepers fairer access to mental health services in a way that they could not before. This will have been facilitated through the work done alongside staff working on the project from the NHS and EASL.

Who will benefit?

About your beneficiaries

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

160

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 65-74 75 and over

What gender will beneficiaries be?

Male Female

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?

91-100%

Funding required for the project

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

| Expenditure heading | | Year 1 | Year 2 | Year 3 | Total |
|---|--------|--------|--------|---------|-------|
| Salary:EASL | 48,760 | 51,639 | 52,673 | 153,072 | |
| Salary: Thames Reach | 24,500 | 24,990 | 25,480 | 74,970 | |
| Direct costs: Clinical supervision & training | 2,000 | 2,000 | 2,000 | 6,000 | |
| Direct costs: Training | 3,300 | 3,300 | 3,300 | 9,900 | |
| Direct costs: Travel, telephone, IT | 11,032 | 11,032 | 11,032 | 33,096 | |
| Direct costs: Service User engagement costs | 1,375 | 1,375 | 1,375 | 4,125 | |
| Overheads: Central overheads & insurance | 3,774 | 3,823 | 3,874 | 11,471 | |
| Overheads: Project management & evaluation | 4,060 | 4,060 | 4,060 | 12,180 | |
| | 0 | 0 | 0 | 0 | |

| | | | | |
|---------------|---------------|----------------|----------------|----------------|
| TOTAL: | 98,801 | 102,219 | 103,794 | 304,814 |
|---------------|---------------|----------------|----------------|----------------|

What income has already been raised?

| Source | | Year 1 | Year 2 | Year 3 | Total |
|--------|---|--------|--------|--------|-------|
| | 0 | 0 | 0 | 0 | |
| | 0 | 0 | 0 | 0 | |
| | 0 | 0 | 0 | 0 | |
| | 0 | 0 | 0 | 0 | |

| | | | | |
|---------------|----------|----------|----------|----------|
| TOTAL: | 0 | 0 | 0 | 0 |
|---------------|----------|----------|----------|----------|

What other funders are currently considering the proposal?

| Source | | Year 1 | Year 2 | Year 3 | Total |
|-------------------------------|--------|--------|--------|---------|-------|
| The Lankelly Chase Foundation | 50,000 | 50,000 | 50,000 | 150,000 | |
| | 0 | 0 | 0 | 0 | |

| | | | | |
|--|---|---|---|---|
| | 0 | 0 | 0 | 0 |
| | 0 | 0 | 0 | 0 |

| | | | | |
|---------------|---------------|---------------|---------------|----------------|
| TOTAL: | 50,000 | 50,000 | 50,000 | 150,000 |
|---------------|---------------|---------------|---------------|----------------|

How much is requested from the Trust?

| Expenditure heading | Year 1 | Year 2 | Year 3 | Total |
|---|--------|--------|--------|--------|
| Salary: EASL | 9,680 | 10,825 | 11,042 | 31,548 |
| Salary: NHS | 14,700 | 14,994 | 15,294 | 44,988 |
| Salary: Thames Reach | 12,250 | 12,495 | 12,740 | 37,485 |
| Direct costs: Clinical supervision & training | 1,000 | 1,000 | 1,000 | 3,000 |
| Direct costs: Training | 1,650 | 1,650 | 1,650 | 4,950 |
| Direct costs: Travel, telephone, IT | 5,516 | 5,516 | 5,516 | 16,548 |
| Direct costs: Service User engagement costs | 687 | 687 | 687 | 2,062 |
| Overheads: Central overheads & insurance | 1,887 | 1,911 | 1,937 | 5,735 |
| Overheads: Project management & evaluation | 1,430 | 3,139 | 3,927 | 8,497 |

| | | | | |
|---------------|---------------|---------------|---------------|----------------|
| TOTAL: | 48,801 | 52,219 | 53,794 | 154,814 |
|---------------|---------------|---------------|---------------|----------------|

Finance details

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

| | | |
|-----------------------|--------------|------------|
| Financial year ended: | Month: March | Year: 2015 |
|-----------------------|--------------|------------|

| Income received from: | £ |
|-----------------------------------|-------------------|
| Voluntary income | 0 |
| Activities for generating funds | 0 |
| Investment income | 17,229 |
| Income from charitable activities | 15,176,719 |
| Other sources | 0 |
| Total Income: | 15,193,948 |

| Expenditure: | £ |
|---|-------------------|
| Charitable activities | 14,820,415 |
| Governance costs | 18,044 |
| Cost of generating funds | 186,277 |
| Other | 0 |
| Total Expenditure: | 15,024,736 |
| Net (deficit)/surplus: | 169,212 |
| Other Recognised Gains/(Losses): | 0 |
| Net Movement in Funds: | 0 |

| Asset position at year end | £ |
|----------------------------|-------------------|
| Fixed assets | 6,605,924 |
| Investments | 0 |
| Net current assets | 4,430,615 |
| Long-term liabilities | (250,000) |
| *Total Assets (A): | 10,786,539 |

| Reserves at year end | £ |
|-----------------------------|-------------------|
| Endowment funds | 3,915,083 |
| Restricted funds | 0 |
| Unrestricted funds | 6,871,456 |
| *Total Reserves (B): | 10,786,539 |

* 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? |
|--|

Organisational changes

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

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) | 27,500 | 0 | 0 |
| London Local Authorities | 459,538 | 614,389 | 487,524 |
| London Councils | 245,126 | 207,624 | 385,527 |
| Health Authorities | 80,397 | 83,603 | 86,270 |
| Central Government departments | 4,743,720 | 3,916,747 | 4,070,503 |
| 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 | | 2012 £ | 2013 £ | 2014 £ |
|---|--------|-----------|-----------|-----------|
| Comic Relief | 0 | 0 | 40,000 | |
| Maria Marina Foundation | 0 | 50,000 | 50,000 | |
| Westminster Foundation | 0 | 0 | 25,000 | |
| 29th May 1961 Settlement Charitable Trust | 0 | 10,000 | 10,000 | |
| Walcot Educational Foundation | 23,825 | 0 | 0 | |

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: **Milton Henry Bevan**

Role within **Fundraising Manager**
Organisation:

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The City Bridge Trust
Investing In Londoners:
Application for a grant



About your organisation

| | |
|--|---|
| Name of your organisation: The Log Cabin | |
| If your organisation is part of a larger organisation, what is its name? | |
| In which London Borough is your organisation based? Ealing | |
| Contact person: Mrs. Vivien Dymock | Position: Fundraiser |
| Website: http://www.logcabin.org.uk | |
| Legal status of organisation: Registered Charity | Charity, Charitable Incorporated Company or company number: 275183 |
| When was your organisation established? 01/07/1978 | |

Grant Request

| |
|---|
| Under which of City Bridge Trust's programmes are you applying? Improving Londoners' Mental Health |
| Which of the programme outcome(s) does your application aim to achieve? More children and young people receiving specialist help, resulting in improved mental health |
| Please describe the purpose of your funding request in one sentence. To provide counselling, thereby improving mental health, for young people aged 14 -25 who have disabilities or additional needs or who are in need |
| When will the funding be required? 03/05/2016 |
| How much funding are you requesting? Year 1: £20,650 Year 2: £20,650 Year 3: £21,063 Total: £62,363 |

Aims of your organisation:

The Log Cabin is open 50 weeks of the year and makes a positive difference to the lives of over 300 children and young people aged 0-25 who have additional needs or disabilities or who are in need by providing exciting and stimulating play and socialising opportunities in a safe, caring, inclusive and fun environment. We empower children and young people to make informed choices and to gain a sense of achievement and self-respect, and enable them to develop socially, physically, intellectually, creatively and emotionally. Most have nowhere else to play and socialise and mainstream parks and meeting places are unsuitable for their needs. We improve the welfare of families of children who have additional needs by providing affordable childcare and short breaks, and offer some places to mainstream siblings and other children, encouraging them to socialise together, regardless of ability. Transport is offered to ensure access to all who need it.

Main activities of your organisation:

- The After School Club (39 weeks of the year)
- All-day Holiday Playschemes (11 weeks of the year). Also run at other sites, such as special schools
- Saturday Sessions
- Stay and Play sessions for under 5s with disabilities and their families.
- Summer Sessions for teenagers; and planning to run regular services for young people aged 16+, in partnership with a local organisation for teenagers
- Free counselling sessions with a trained counsellor for parents and carers of children and young people with disabilities and additional needs.

Our activities include sports, active and group games, dance, music and drama, soft play, computer-controlled sensory play, role-play, gardening and cooking, quiet games and arts and crafts. We have a large outside area with a big climbing structure, trampoline, water play, sand and a multi-use games area.

Number of staff

| Full-time: | Part-time: | Management committee members: | Active volunteers: |
|------------|------------|-------------------------------|--------------------|
| 2 | 21 | 5 | 11 |

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 | 20 years |

Summary of grant request

We have always been aware that mental health issues affect our young people, so 18 months ago we established a pilot counselling service, run by a fully qualified counsellor on a voluntary basis. The service has grown and flourished, and we now have a waiting list of young people in need aged 14+.

The volunteer counsellor, who is BACP-accredited, has been offering limited hours. She is very keen to continue the service, which is conducted on an entirely confidential and rigorous basis, expanding it and giving access to many more young people aged 14+. Her plan is to recruit volunteers who are fully trained, but need to complete a supervised placement of a minimum of 100 hours as an integral part of their course. This is normal practice. All counsellors will be supervised by an accredited external supervisor. Once the volunteers complete this period, they are free to move on (or stay to volunteer, if they wish and it is appropriate) and a new volunteer needing a placement will take their place. Thus, the service will be both assured and regular, and young people be able to access it more quickly. All will be offered a minimum of six sessions, but the number will be open-ended. The service will be free to users. Counselling helps them to accept their situations, develop a positive attitude to life, recognise their strengths and express themselves, to improve relationships with others and to gain in confidence. We also cater for siblings of young people with disabilities, who have a multitude of difficulties to deal with.

We have also begun to work in partnership with a local secondary school in Greenford, which has a counselling service of its own that is over-subscribed. They have begun to send young people to us, all of whom are in need.

300 children and young people with additional needs and disabilities attend the Log Cabin each year services have been running for 37 years. 56% come from Northolt, Acton and Southall, areas of multiple deprivation ranking among the 20% most deprived in England. 69% come from BME backgrounds. Most stay until their 16th birthday for our After School Club and Holiday Playschemes and then move on, although we offer sessions in the holidays for young people aged 16+. As a result, we know and understand the needs of young people with every variety of additional need and ability, and understands well the issues that affect their mental health and that of their families.

The counsellor has worked in the past with the children and young people at the Log Cabin before qualifying as a counsellor, and she has years of experience working as a school mentor and 6th form counsellor. We are delighted that all feedback from users has been extremely positive. The Log Cabin, which is based in a Children's Centre and works with children and young people with disabilities, is seen as a safe place and more confidential than a school setting.

We recycle vigorously, and work closely with the Children's Centre in which we are located to increase the volume. We also used recycled materials in play and crafts activities, and we recycle leftover food. In addition, we have formed a partnership with another local organisation, Westplay, which places playpods full of recycled and scrap materials in local schools and trains teachers to use these with children during playtimes. We work in a low energy green building with lower heating costs. It has a Sedum green roof, underfloor heating, high levels of thermal insulation, larch cladding and an air source heat pump.

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? **No**

What Quality Marks does your organisation currently hold?

Pqasso

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.

Paid counsellor: 11 hours' counselling and 3 hours' management and supervision per week, 50 weeks of the year, for three years, to support a maximum of 90 young people aged 14+ with disabilities and additional needs, or who are in need per year.

2 volunteers at a time who have a supervised placement will offer a minimum of 3 hours' counselling per week each, to each support a maximum of 25 young people per year.

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.

Acceptance: a maximum of 140 young people aged 14+ per year will be given support and the opportunity for change, and become more accepting of their situation and more able to cope with their individual problems on a day-to-day basis.

Relationships with family and friends: young people will gain a greater understanding of their own feelings and how to manage them, as well as those of others. They will acknowledge and accept their individuality. They will learn not to blame themselves and not to feel so isolated and abandoned.

Confidence: it is hard for young people to be brave enough to come forward; but once they realise the support offered, all will be pleased that they took the plunge. They will learn to look at problems in a different way with someone who will respect and encourage opinions and decisions.

Accessibility: Young people in need without the means to pay for counselling sessions but who are in crisis will be able to access the support they need.

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?

Yes. we will apply for further funding from other funding streams during year two of the project to assure sustainability. Plans beyond this project include offering play therapy, art therapy for adults and young people, and mediation.

Who will benefit?

About your beneficiaries

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

140

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

Ealing (100%)

What age group(s) will benefit?

16-24

25-44

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?

91-100%

Funding required for the project

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

| Expenditure heading | Year 1 | Year 2 | Year 3 | Total |
|---|--------|--------|--------|--------|
| Counsellor: 14 hours/week x 50 weeks /year counselling and management @ £20/hour + £25% Emp. NI, holiday pay and pension | 17,500 | 17,500 | 17,850 | 52,850 |
| Counsellor: 1.5 hours' per month external clinical supervision @£50 per hour (clinical supervision costs) + £25/hour (incl Emp. NI, hol and pension) counsellor costs | 1,350 | 1,350 | 1,377 | 4,077 |
| Volunteer counsellor x 2: external clinical supervision costs 1.5 hours/month @ £50/hour | 1,800 | 1,800 | 1,836 | 5,436 |
| | 0 | 0 | 0 | 0 |
| | 0 | 0 | 0 | 0 |

| | | | | |
|---------------|---------------|---------------|---------------|---------------|
| TOTAL: | 20,650 | 20,650 | 21,063 | 62,363 |
|---------------|---------------|---------------|---------------|---------------|

What income has already been raised?

| Source | Year 1 | Year 2 | Year 3 | Total |
|--------|--------|--------|--------|-------|
| 0 | 0 | 0 | 0 | 0 |

| | | | | |
|---------------|----------|----------|----------|----------|
| TOTAL: | 0 | 0 | 0 | 0 |
|---------------|----------|----------|----------|----------|

What other funders are currently considering the proposal?

| Source | Year 1 | Year 2 | Year 3 | Total |
|--------|--------|--------|--------|-------|
| 0 | 0 | 0 | 0 | 0 |

| | | | | |
|---------------|----------|----------|----------|----------|
| TOTAL: | 0 | 0 | 0 | 0 |
|---------------|----------|----------|----------|----------|

How much is requested from the Trust?

| Expenditure heading | Year 1 | Year 2 | Year 3 | Total |
|---|--------|--------|--------|--------|
| Counsellor: 14 hours/week x 50 weeks /year counselling and management @ £20/hour + £25% Emp. NI, holiday pay and pension | 17,500 | 17,500 | 17,850 | 52,850 |
| Counsellor: 1.5 hours' per month external clinical supervision @£50 per hour (clinical supervision costs) + £25/hour (incl Emp. NI, hol and pension) counsellor costs | 1,350 | 1,350 | 1,377 | 4,077 |
| Volunteer counsellor x 2: external clinical supervision costs 1.5 hours/month @ £50/hour | 1,800 | 1,800 | 1,836 | 5,436 |
| | 0 | 0 | 0 | 0 |

| | | | | |
|---------------|---------------|---------------|---------------|---------------|
| TOTAL: | 20,650 | 20,650 | 21,063 | 62,363 |
|---------------|---------------|---------------|---------------|---------------|

Finance details

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

| | | |
|-----------------------|------------------------|----------------------|
| Financial year ended: | Month: March | Year: 2015 |
|-----------------------|------------------------|----------------------|

| Income received from: | £ |
|-----------------------------------|----------------|
| Voluntary income | 15,260 |
| Activities for generating funds | 19,258 |
| Investment income | 31 |
| Income from charitable activities | 545,615 |
| Other sources | 24,206 |
| Total Income: | 604,370 |

| Expenditure: | £ |
|---|----------------|
| Charitable activities | 640,474 |
| Governance costs | 4,320 |
| Cost of generating funds | 1,245 |
| Other | 0 |
| Total Expenditure: | 646,039 |
| Net (deficit)/surplus: | -41,669 |
| Other Recognised Gains/(Losses): | 5,268 |
| Net Movement in Funds: | -36,041 |

| Asset position at year end | £ |
|----------------------------|----------------|
| Fixed assets | 78,955 |
| Investments | 0 |
| Net current assets | 62,260 |
| Long-term liabilities | 0 |
| *Total Assets (A): | 141,215 |

| Reserves at year end | £ |
|-----------------------------|----------------|
| Restricted funds | 4,733 |
| Endowment Funds | 50,912 |
| Unrestricted funds | 85,570 |
| *Total Reserves (B): | 141,215 |

* 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? 21-30% |
|--|

Organisational changes

| |
|---|
| Describe any significant changes to your structure, financial position or core activities since the date of your most recent accounts: None. However, the trustees are taking steps to change the status of the Log Cabin from an unincorporated charity to a charitable company by guarantee, called The Log Cabin Charity. It is hoped to make the change during 2016. |
|---|

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 | 146,668 | 134,453 | 141,003 |
| 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 | 2012 £ | 2013 £ | 2014 £ |
|--------------------------|-----------|-----------|-----------|
| London Borough of Ealing | 146,668 | 134,453 | 141,003 |
| Help a Capital Child | 26,936 | 9,930 | 0 |
| John Lyon's Charity | 0 | 0 | 25,000 |
| BBC Children in Need | 3,915 | 0 | 19,524 |
| The Sobell Foundation | 6,500 | 6,500 | 6,500 |

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: **Vivien Dymock**

Role within **Fundraiser**
Organisation:

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The City Bridge Trust
Investing In Londoners:
Application for a grant



About your organisation

| | |
|--|---|
| Name of your organisation: Together for Mental Wellbeing | |
| If your organisation is part of a larger organisation, what is its name? | |
| In which London Borough is your organisation based? Islington | |
| Contact person: Ms Linda Bryant | Position: Director of Criminal Justice Services |
| Website: http://WWW.TOGETHER-UK.ORG | |
| Legal status of organisation: Registered Charity | Charity, Charitable Incorporated Company or company number: 211091 |
| When was your organisation established? 16/06/1879 | |

Grant Request

| |
|--|
| Under which of City Bridge Trust's programmes are you applying? Improving Londoners' Mental Health |
| Which of the programme outcome(s) does your application aim to achieve? More offenders and ex-offenders receiving help and support to improve their mental health |
| Please describe the purpose of your funding request in one sentence. To test a peer-support service within our mental health service for Londoners who come into contact with police and courts. |
| When will the funding be required? 25/01/2016 |
| How much funding are you requesting? Year 1: £57,924 Year 2: £57,262 Year 3: £0 Total: £115,188 |

Aims of your organisation:

Together is a national mental health charity working in partnership with the NHS and Local Authorities to deliver services for people with mental health issues in England.

We believe that people experiencing mental distress can direct their own journey towards improved mental health and to living independent, fulfilling lives. We have 7 core principles that ensure we deliver our services in a way that is consistent with our philosophy. They are •Individual-centred and holistic •Choice •Working alongside •Listening, learning and adapting •Valuing and involving •Quality •Future positive

These include:

- Services for people involved in the criminal justice system including court intervention
- High support residential services including step-down from forensic services and support for people with personality disorders
- Advocacy •Community support •Resource centres
- Supported housing •Service user involvement services
- Employment training services •Social inclusion projects •Peer support services

Together invests significantly in service user leadership, understanding that good services are led by experts by experience.

Main activities of your organisation:

Much of our work is with people with a primary diagnosis of serious and enduring mental health problems. Some people we work with do not have a formal diagnosis but experience mental distress in the context of multiple needs.

We provide personalised support services in community and residential settings.

We provide advocacy in community and forensic settings (eg Rampton).

We provide wellbeing advice and signposting to community resources through Wellbeing Hubs.

Across London, we provide clinically qualified staff who assess the mental health needs of offenders in custody and divert them into treatment and support, and we offer advice, training, case consultation and guidance to criminal justice staff (judges, solicitors, probation officers) around understanding and working with offenders' mental health needs. We work with the National Probation Service in London providing short term interventions and case consultation for high risk, high harm offenders around mental health.

We also support high end users of emergency services with mental health needs.

Number of staff

| Full-time: | Part-time: | Management committee members: | Active volunteers: |
|------------|------------|-------------------------------|--------------------|
| 400 | 81 | 8 | 119 |

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? |
|--|--|
| Owned | |

Summary of grant request

This project will address the needs of offenders/ex-offenders. We will offer peer-support to Londoners experiencing mental distress coming into contact with police and courts. Peer-support is an evidence-based intervention for people experiencing mental distress; volunteering has recently been recognised as integral to delivering excellent justice services (JIVE 2015; National Voices 2015; NOMS 2011; Sheffield Hallam 2012; Princes Trust/IPCR 2011).

Being held in police or court custody is extremely distressing, particularly for people who experience mental health problems.

Together for Mental Wellbeing has been delivering award-winning services for over 20 years, assessing Londoners in custody experiencing mental distress (including specialist homelessness and women services), and diverting them into treatment and support -- liaison and diversion (L&D).

Our services are comprised of Mental Health Practitioners who assess Londoners in custody, and Community Link Workers, who connect Londoners to community support.

Service user views of a proposed national L&D model identify a need for peer support within L&D services (Revolving Doors, 2014).

Together is a leading voice in peer-support nationally, hosting the national Peer2Peer network of mental health organisations seeking best practice in peer-support, and delivering accredited Peer-support training to other organisations.

We have brought together a steering group of experts-by-experience, managers within L&D, and managers with experience of delivering peer-support in justice settings, to understand how best to combine our unique access to custody settings across London with our commitment to peer-support, testing a model to inform the eventual commissioning of peer-support within L&D. This steering group will continue to meet throughout the life of the proposed project, overseeing, gathering and reviewing project learning.

We will recruit one Peer-support Coordinator (PSC) and up to ten peer-supporters. Peer-supporters will complete 4 days of intensive training, thereafter working with Londoners upon release from custody and during re-integration into the community. Release has been highlighted as a critical time by our police colleagues who have a duty of care for vulnerable people 24 hours post-release.

Peer-supporters will accompany Link Workers, offering emotional support and advice around symptoms and experiences; helping service-users settle into new accommodation/services; and keeping in touch once linked into relevant support. Peer-supporters, unlike Link-Workers, can work on a long-term basis, supporting vulnerable individuals for up to 1 year post- custody.

Finally, the project will host an event with key London stakeholders (including local NHS England and CCG commissioners; National Probation Service; Police; the Mayor's Office for Police and Crime; local Mental Health Trusts; the Lived Experience Team) to review and mark project learning.

Good Practice Principles:

Service-users: This model is uniquely service-user-led and supported. Service-users conceived of this project (Revolving Doors 2014), co-designed it, and sit on the project steering group. Together's organisational model of peer-support is designed and led by service-users. Satisfaction ratings among supporters in Together's other projects are consistently excellent, a recent supporter noted, 'Peer-supporting was the best thing to happen to my recovery.' The PSC role trains and offers ongoing support to peers through monthly supervision, weekly meetings, and ongoing day-to-day support uniquely tailored to supporters' needs.

Carbon footprint: Together's Environmental Policy includes a minimum standard of environmental performance, agreed, monitored and regularly reviewed by the Corporate Management Team (CMT). Each service must complete an annual Environmental Impact Assessment on Energy Consumption, Resource Use, Waste Disposal and Bio--diversity.

Local staff have the opportunity to contribute their own initiatives to reducing our carbon footprint. Valuing diversity: Our peer-support model will be audited and monitored by the organisational lead for Equality and Diversity who has been recognised as a diversity leader by the NHS Employer Partners programme. Peer-support is specifically recommended by BAME L&D users (Revolving Doors 2014).

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?

Advocacy QPM, CHAS, Investors in People.

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.

We will recruit peer-supporters, through a range of mechanisms (online; service-user contacts in hostels, daycentres and Together's existing services; Liaison and Diversion newsletter disseminated to service-users; prisons). Interested participants will complete an application form independently or with the PSC and discuss what they want to get out of/give to peer-supporting.

We will induct, train and offer ongoing support to peer-supporters. This will comprise: 4 days' Peer-support training; 3-6 weekly supervision from a peer-support coordinator; monthly team meeting with Community Link Workers; on-call daily support from the peer-support coordinator; matching peer-supporters with service users.

Peer-supporters will meet users within 48 hours of release, offering support around mental distress, eg coping with voices/self harm based on lived experience. Peer-supporters will meet service-users in convenient, community-based locations offering egalitarian support, advice and empathy. Peer-supporters will support individuals within their communities for up to 1 year.

The Peer Support Coordinator will attend local team/organisations and external stakeholder meetings and forums, raising the profile of peer-supporters and supporting professionals and teams to use, understand, incorporate, learn from and value peer-supporters. They will offer day-to-day ongoing support and advice to teams and practitioners around working inclusively with peer-supporters.

The project will collate service learning through data collection; face to face, telephone, and online interviews. Learning will inform strategy and commissioning via the National Programme Board, and London Liaison and Diversion Strategic and Operational Boards, comprised of senior and operational representatives from relevant organisations.

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.

Offenders who come into contact with L&D who experience mental distress will feel less alone. One offender told us, 'I want someone who's been through it to help me, because I know they won't judge. It's not about having a degree, it's about understanding my life.'

Service-users will be inspired by seeing people who experience similar problems. A service-user explains, 'I never thought I could limit the amount of times I self-harm, but being able to talk to my Peer Supporter has opened my eyes to there being hope and a future even with these problems.'

Service-users will feel validated and empowered by support. Frequently, formal mental health treatment is 'deficit' and 'pathology' based, and negatively experienced by service users. Support offered by peer supporters who have been trained to use insight into mental distress as valuable, can help individuals reframe their experiences positively.

We will explore the impact of peer-supporters on staff's learning, and develop a framework for L&D teams to to best include and support peer-supporters. Incorporating service-users to mental health teams can be a real sticking point for traditional mental health services, due to perceived worries about maintaining confidentiality, boundaries etc.

A user-led model of peer-support will be tested within L&D before its eventual commissioning. A learning event will take place to which all London partners, senior decisionmakers and commissioners will be invited. This will allow the eventual commissioning of peer-support to take place from an informed and service-user led basis.

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 anticipate future funding will be picked up by NHS England within a formal commissioning structure.

Who will benefit?

About your beneficiaries

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

30

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

Several NE London (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?

91-100%

Funding required for the project

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

| Expenditure heading | Year 1 | Year 2 | Year 3 | Total |
|---|--------|--------|--------|-------|
| Staff Costs | 33,290 | 33,562 | 0 | 0 |
| Volunteer Costs | 5,680 | 5,735 | 0 | 0 |
| Training & Skill Development | 2,832 | 2,839 | 0 | 0 |
| IT & Telephony Costs | 3,732 | 2,790 | 0 | 0 |
| Recruitment | 1,614 | 1,614 | 0 | 0 |
| Events , Room Hire , Travel & Marketing costs | 3,720 | 3,737 | 0 | 0 |
| Other annual office costs | 850 | 850 | 0 | 0 |
| Management Overhead | 6,206 | 6,135 | 0 | 0 |
| | 0 | 0 | 0 | 0 |

| | | | | |
|---------------|---------------|---------------|----------|----------|
| TOTAL: | 57,924 | 57,262 | 0 | 0 |
|---------------|---------------|---------------|----------|----------|

What income has already been raised?

| Source | Year 1 | Year 2 | Year 3 | Total |
|--------|--------|--------|--------|-------|
| | 0 | 0 | 0 | 0 |
| | 0 | 0 | 0 | 0 |
| | 0 | 0 | 0 | 0 |
| | 0 | 0 | 0 | 0 |

| | | | | |
|---------------|----------|----------|----------|----------|
| TOTAL: | 0 | 0 | 0 | 0 |
|---------------|----------|----------|----------|----------|

What other funders are currently considering the proposal?

| Source | Year 1 | Year 2 | Year 3 | Total |
|--------|--------|--------|--------|-------|
| | 0 | 0 | 0 | 0 |
| | 0 | 0 | 0 | 0 |

| | | | | |
|---------------|----------|----------|----------|----------|
| TOTAL: | 0 | 0 | 0 | 0 |
|---------------|----------|----------|----------|----------|

How much is requested from the Trust?

| Expenditure heading | Year 1 | Year 2 | Year 3 | Total |
|---|--------|--------|--------|-------|
| Staff Costs | 33,290 | 33,562 | 0 | 0 |
| Volunteer Costs | 5,680 | 5,735 | 0 | 0 |
| Training & Skill Development | 2,832 | 2,839 | 0 | 0 |
| IT & Telephony Costs | 3,732 | 2,790 | 0 | 0 |
| Recruitment | 1,614 | 1,614 | 0 | 0 |
| Events , Room Hire , Travel & Marketing costs | 3,720 | 3,737 | 0 | 0 |
| Other annual office costs | 850 | 850 | 0 | 0 |
| Management Overhead | 6,206 | 6,135 | 0 | 0 |
| | 0 | 0 | 0 | 0 |

| | | | | |
|---------------|---------------|---------------|----------|----------|
| TOTAL: | 57,924 | 57,262 | 0 | 0 |
|---------------|---------------|---------------|----------|----------|

Finance details

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

| | | |
|-----------------------|--------------|------------|
| Financial year ended: | Month: March | Year: 2015 |
|-----------------------|--------------|------------|

| Income received from: | £ |
|-----------------------------------|-------------------|
| Voluntary income | 1,768,436 |
| Activities for generating funds | |
| Investment income | 110,084 |
| Income from charitable activities | 16,431,218 |
| Other sources | 98,514 |
| Total Income: | 18,408,252 |

| Expenditure: | £ |
|---|-------------------|
| Charitable activities | 18,397,952 |
| Governance costs | 47,997 |
| Cost of generating funds | 81,495 |
| Other | 17,957 |
| Total Expenditure: | 18,545,401 |
| Net (deficit)/surplus: | (137,149) |
| Other Recognised Gains/(Losses): | 1,859,449 |
| Net Movement in Funds: | 1,722,300 |

| Asset position at year end | £ |
|----------------------------|-------------------|
| Fixed assets | 5,278,733 |
| Investments | 3,529,556 |
| Net current assets | 2,100,179 |
| Long-term liabilities | (329,067) |
| *Total Assets (A): | 10,579,401 |

| Reserves at year end | £ |
|-----------------------------|-------------------|
| Endowment funds | |
| Restricted funds | 2,366,830 |
| Unrestricted funds | 8,212,571 |
| *Total Reserves (B): | 10,579,401 |

* 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?
91-100%

Organisational changes

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

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 | 2,188,409 | 2,224,699 | 1,124,601 |
| London Councils | 0 | 0 | 0 |
| Health Authorities | 5,482,660 | 5,772,975 | 4,710,176 |
| Central Government departments | 504,381 | 633,407 | 700,380 |
| Other statutory bodies | 9,494,195 | 8,726,881 | 10,052,459 |

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 £ |
|---------------------------------|-----------|-----------|-----------|
| LTSB Foundation | 47,523 | 106,000 | 0 |
| Barrow Cadbury Trust | 0 | 47,500 | 47,500 |
| Bromley Trust | 0 | 25,000 | 15,000 |
| The Pilgrim Trust | 30,000 | 0 | 0 |
| J Paul Getty Jr Charities Trust | 0 | 25,000 | 0 |

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: **FELICITY REED**

Role within **CRIMINAL JUSTICE DEVELOPMENT MANAGER**
Organisation:

Appendix 1: 13039 Together for Mental Wellbeing

| | Year 1 | Year 2 |
|--|----------------|-------------------|
| Staff Costs | | |
| Salary (includes NI and pension) | £31,895 | £32,155 |
| TOTAL | £31,895 | £32,155 |
| Volunteer Costs | | |
| approximately £4 per week for subsistence per volunteer | £2,080 | £2,080 |
| approximately £7 volunteer travel reimbursement per week | £3,600 | £3,655 |
| TOTAL | £5,680 | £5,735 |
| Training & Skill Development | | |
| Mandatory training | £797 | £804 |
| Specialist Training for PSC and PS | £916 | £916 |
| Clinical Supervision | £1,084 | £1,084 |
| TOTAL | £2,797 | £2,804 |
| IT & Telephony Costs | | |
| ICT charges | £98 | £99 |
| 6 x mobile phones on contract plus Guardian24 equipment purchase | £2,328 | £2,351 |
| | £947 | £0 |
| TOTAL | £3,373 | £2,450 |
| Recruitment | | |
| advertising and DBS check | £1,614 | £1,614 |
| TOTAL | £1,614 | £1,614 |
| Events, Room Hire, Travel and Marketing | | |
| | £3,720 | £3,737 |
| TOTAL | £3,720 | £3,737 |
| other annual office costs | | |
| | £850 | £850 |
| TOTAL | £850 | £850 |
| management overhead | | |
| | £5,992 | £5,922 |
| TOTAL | £5,992 | £5,922 |
| GRAND TOTAL | £55,920 | £55,267.57 |

The City Bridge Trust
Investing In Londoners:
Application for a grant



About your organisation

| | |
|--|--|
| Name of your organisation: Limes Community and Children's Centre | |
| If your organisation is part of a larger organisation, what is its name? N/A | |
| In which London Borough is your organisation based? Waltham Forest | |
| Contact person: Ms Elizabeth Fraser | Position: Director |
| Website: http://www.thelimes.org.uk | |
| Legal status of organisation: Registered Charity | Charity, Charitable Incorporated Company or company number: 1099064 |
| When was your organisation established? 02/07/2001 | |

Grant Request

| |
|---|
| Under which of City Bridge Trust's programmes are you applying? Making London More Inclusive |
| Which of the programme outcome(s) does your application aim to achieve? Work supporting young disabled people (aged 16-25) in the transition to adulthood and/or independent living Work enabling disabled people of all ages to live independently |
| Please describe the purpose of your funding request in one sentence. Friends Enterprises, a programme designed to build disabled young people's entrepreneurial skills, placing them at the heart of the community as socially active, independent citizens. |
| When will the funding be required? 04/01/2016 |
| How much funding are you requesting? Year 1: £39,130 Year 2: £39,916 Year 3: £40,717 Total: £119,763 |

Aims of your organisation:

The Limes is a safe space in which disabled children and young people can learn and play while their families/carers receive advocacy and respite. We help users who attend out centre to reach their potential socially, emotionally and educationally. We are widely recognised for our expertise in helping CYP and their families to thrive and to have their say. Our work includes supporting carers of pre-school children (sometimes pre-diagnosis); offering advice and expert help and providing training and support for youngsters to learn skills and develop future pathways to smooth their transition into adulthood. Through our activities we strive for users to regain and develop their independence while being at the centre of any plans made for them. We are locally recognised as representing the voice of the disabled child and supporting them to advocate for themselves.

Main activities of your organisation:

Our services include: toddler groups, where carers can meet local families and children can enjoy our sensory facilities; respite and advocacy support to families of disabled children (including carers and siblings); holiday play schemes utilising our adventure playground, sensory room and soft play, trips out to the cinema, bowling and local parks, cooking, treasure hunts and water fights; SPLAT! our after-school club for parents and children to enjoy together which involves dance, drama, music and art activities. CAPS is a unique group for children with Asperger's or high-functioning autism to play together at the Limes, overseen by dedicated and experienced staff who support social interactions. Youth clubs for 10-15-year-olds and 16-25-year-olds and Teen-scheme during holidays for 13-17-year-olds. Both services include activities such as bowling, cooking, gardening, watching films and trips out to central London. Our Stepping into Work scheme for 14-25-year-olds and our Friends Empowered self-advocacy group for 18-25-year-olds provide learning- and work-based skills courses.

Number of staff

| Full-time: | Part-time: | Management committee members: | Active volunteers: |
|------------|------------|-------------------------------|--------------------|
| 5 | 24 | 6 | 9 |

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 | 13 years 3 months remaining |

Summary of grant request

Young adults with learning difficulties (LD) are increasingly isolated with opportunities to be independent limited. Traditional routes to employment/volunteering are poorly signposted. Young people with LD go from exciting opportunities as children into overstretched adult services where their interests are secondary to the perfunctory positions they are recruited to fill. We'll target our services in Waltham Forest a highly deprived area supporting LD residents to lead fulfilling, economically successful lives. User feedback and planning has helped to design Friendly Enterprises to build participants' entrepreneurial skills.

237 disabled young people aged 16-25 (over three years) will develop micro-business ideas. A bi-monthly steering group will enable young people to hear guest speakers, develop joint ideas, and acquire new communication and team working skills, while learning from visits to other markets/businesses. Users will self-select a 'manufacturing' activity in Limes' Zest Kitchen, Edible Forest Garden or our Crafting sessions (providing art-based creativity). Users will have time to design and develop items for sale to the public (eg, cakes, plants, candles). Users will help manage and deliver a Sunday market enabling them to sell their wares to the public. The market (x10 p.a.) will empower users and their families, each will be supported to develop exit strategies with business advice for each start-up.

Users will develop entrepreneurial spirit and life skills becoming more socially active and self-determined. Users will exhibit improved levels of independence by learning critical communication skills and practical transferable skills (such as money-handling).

The Lime has have been delivering projects to children and young people with LD, ASD and dual diagnosis for more than a decade. We are adept at handling large sums of money (our average turnover is around £360,000 a year). We are highly respected within Waltham Forest: Limes sits on the Local Children and Young People Commissioning Panel and the Learning Disability Partnership Board; our director is a local disability champion. We have become the 'go-to' organisation for council officers and councillors seeking inclusion guidance.

The project will meet the Trust's "Making London More Inclusive" strand, particularly "supporting young disabled people (aged 16-25) in the transition to adulthood and/or independent living". It will transform users' lives, but also the community of which they will become an increasingly active part, helping the public to see the person, not the disability. Friendly Enterprises will promote beneficiaries' independence, enlighten locals and strike vital blows for inclusion in the capital.

The project meets the Trust's principles of good practice by being a user-lead program, disabled users will plan, manage and help run the project via their own project steering group. This is an extension of our general ethos: our services are user-led to ensure they are universally accessible and appropriate.

The project will value diversity. It will take place at our community centre, the only fully bespoke accessible play space in the borough. Our policies have been developed in line with statutory requirements, local procedures and national legislation (eg, the Equality Act 2010). Our staff speak 17 community languages and reflect diversity in a highly deprived area. We use the multi-faith calendar to plan services and celebrate all religions and cultural events.

Two community volunteers will attend every session and help users make their business visions a reality. Volunteers undergo induction, training and regular supervision attending staff meetings in the process.

We are taking steps to reduce our carbon footprint. We participated in the climate change programme run by Waltham Forest NCVO and have an environmental champion on staff. We recently received a five-star rating in the Trucost Environmental Register (our carbon footprint was 56.23 tonnes).

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?

CMS (Certificate of Maintained Standards)

Working towards ROASSO (Practical Quality Assurance System)

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.

Friends Enterprises group meets bi-monthly over three years. Users meet to establish interests, develop team work and entrepreneurial ideas and allocate manufacturing activities. They will also conduct research meetings and trips to gather information, inspiration and guidance/advice about entrepreneurial ideas. Exit plans created for each user (including business planning).

Friends Enterprises manufacturing activities 50 weeks p.a. x 3 years, including Zest Kitchen - users plan recipes, bake, cook and sell wares; Edible Forest users develop garden, weed, sow, plant, water and harvest for selling/cooking; Crafting session users design, buy materials and make crafts to sell (eg, jewellery, home gifts).

30 market/selling days (1st Sunday of the month) over 3 years. Users can sell wares to public and engage with local people as small business owners. Annual small business award given to bestselling user each business year.

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.

Users learn new entrepreneurial skills (including money handling, being resilient, selling, design, planning) and try new activities.

Users see improved levels of independence through increased opportunity for self-expression, conveying and executing ideas, developing self-reflection (seeing what works/doesn't work/sells etc) and improved decision making.

Users learn and develop communications skills such as team-working, negotiation, leadership and management, dealing with the public and thus improving their confidence.

Users develop meaningful occupations by achieving new pathways to adulthood via entrepreneurial action, encouraging greater self-reliance and job satisfaction.

Local people's attitudes towards disabled people and their capabilities will improve, thereby increasing social cohesion.

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?

Friends Enterprises is a programme to encourage learning disabled people to develop entrepreneurial skills that can open up new pathways for them in adulthood. As a result, we plan for this three-year project to pave the way towards an ongoing Sunday market support by our project beneficiaries and their families into the future.

Who will benefit?

About your beneficiaries

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

79

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

Waltham Forest (100%)

What age group(s) will benefit?

16-24

What gender will beneficiaries be?

All

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

White (including English/ Welsh/ Scottish/ Northern Irish/ British; Irish; Gypsy, Traveller or Irish Traveller; Any other White background)

Asian/ Asian British (including Indian; Pakistani; Bangladeshi; Chinese; Any other Asian background)

If Other ethnic group, please give details: **N/A**

What proportion of the beneficiaries will be disabled people?

91-100%

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 Manager 21 hour p.w. (FTE including on-costs £33,388) | 18,950 | 19,329 | 19,716 | 57,994 |
| Management time, Director (52 weeks x 1hr p.w. £28.21ph), Office Manager (52 weeks x 1hr p.w. £16.82ph) | 4,683 | 4,777 | 4,872 | 14,332 |
| Sessional Staff Zest, Edible Forest and Crafting Session Co-ordinators. Each 50 delivery sessions and 10 market sessions 4hrs p.a. Includes Steering group co-ordinator x 24 sessions x 6 hrs. | 11,585 | 11,817 | 12,053 | 35,454 |
| Sessional: Support workers 50 weeks x 12 hours p.w. x £10.87ph inc on-costs | 6,522 | 6,652 | 6,785 | 19,960 |
| Filming project including video production, gear and equipment. | 1,600 | 1,632 | 1,665 | 4,897 |
| Project costs: Hygiene certificates (£95 per head), arts and craft materials, publicity, stationary and printing | 5,060 | 5,161 | 5,264 | 15,486 |
| Volunteer expenses (travel/refreshments) 2 volunteers x 84 sessions x £10 p.p | 1,680 | 1,714 | 1,748 | 5,141 |
| Consultant costs: Independant evaluator, entrepreneurial guest speakers/advisors | 4,840 | 4,840 | 4,840 | 14,520 |
| Overheads including rent contribution and utilities contribution | 4,000 | 4,080 | 4,162 | 12,242 |

| | | | | |
|---------------|---------------|---------------|---------------|----------------|
| TOTAL: | 58,920 | 60,002 | 61,105 | 180,026 |
|---------------|---------------|---------------|---------------|----------------|

What income has already been raised?

| Source | Year 1 | Year 2 | Year 3 | Total |
|---|--------|--------|--------|--------|
| Direct Payments (conservative prediction based on suggested take up by 3 users x 12 hours x 60 session @ £6.50 per session) | 14,040 | 14,321 | 14,607 | 42,968 |
| Income earned through market sales (based on current sales at Zest cafe) | 750 | 765 | 780 | 2,295 |
| | 0 | 0 | 0 | 0 |
| | 0 | 0 | 0 | 0 |

| | | | | |
|---------------|---------------|---------------|---------------|---------------|
| TOTAL: | 14,790 | 15,086 | 15,388 | 45,263 |
|---------------|---------------|---------------|---------------|---------------|

What other funders are currently considering the proposal?

| Source | Year 1 | Year 2 | Year 3 | Total |
|---|--------|--------|--------|-------|
| Awards for All (pending) | 5,000 | 0 | 0 | 0 |
| Bailey Thomas (to apply Oct 2015) | 0 | 5,000 | 0 | 0 |
| St James Place Foundation (to apply Oct 2016) | 0 | 0 | 5,000 | 0 |

| | | | | |
|---------------|--------------|--------------|--------------|---------------|
| | 0 | 0 | 0 | 0 |
| TOTAL: | 5,000 | 5,000 | 5,000 | 15,000 |

How much is requested from the Trust?

| Expenditure heading | Year 1 | Year 2 | Year 3 | Total |
|--|---------------|---------------|---------------|----------------|
| Project Manager 21 hour p.w. | 18,950 | 19,329 | 19,716 | 57,994 |
| Management time, Director (52 weeks x 1hr p.w. £28.21ph), Office Manager (52 weeks x 1hr p.w. £16.82ph) | 0 | 0 | 0 | 0 |
| Sessional Staff Zest, Edible Forest and Crafting Session Co-ordinators. Each 50 delivery sessions and 10 market sessions 4hrs p.a. Includes Steering group co-ordinator x 24 sessions x 6 hrs. | 11,585 | 11,817 | 12,053 | 35,454 |
| Sessional: Support workers 50 weeks x 12 hours p.w. x £10.87ph inc on-costs | 1,522 | 1,652 | 1,785 | 4,960 |
| Filming project including video production, gear and equipment. | 1,600 | 1,632 | 1,665 | 4,897 |
| Project costs: Hygiene certificates (£95 per head), arts and craft materials, publicity, stationary and printing | 633 | 646 | 658 | 1,938 |
| Volunteer expenses (travel/refreshments) 2 volunteers x 84 sessions x £10 p.p | 0 | 0 | 0 | 0 |
| Consultant costs: Independant evaluator, entrepreneurial guest speakers/advisors | 4,840 | 4,840 | 4,840 | 14,520 |
| Overheads including rent contribution and utilities contribution | 0 | 0 | 0 | 0 |
| TOTAL: | 39,130 | 39,916 | 40,717 | 119,763 |

Finance details

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

| | | |
|-----------------------|------------------------|----------------------|
| Financial year ended: | Month: March | Year: 2015 |
|-----------------------|------------------------|----------------------|

| Income received from: | £ |
|-----------------------------------|----------------|
| Voluntary income | 214,149 |
| Activities for generating funds | 0 |
| Investment income | 35 |
| Income from charitable activities | 68,775 |
| Other sources | 0 |
| Total Income: | 282,959 |

| Expenditure: | £ |
|---|----------------|
| Charitable activities | 297,697 |
| Governance costs | 5,408 |
| Cost of generating funds | 5,013 |
| Other | 0 |
| Total Expenditure: | 308,118 |
| Net (deficit)/surplus: | -25,159 |
| Other Recognised Gains/(Losses): | 53,041 |
| Net Movement in Funds: | 27,882 |

| Asset position at year end | £ |
|----------------------------|---------------|
| Fixed assets | 2 |
| Investments | 0 |
| Net current assets | 27,880 |
| Long-term liabilities | 0 |
| *Total Assets (A): | 27,882 |

| Reserves at year end | £ |
|-----------------------------|---------------|
| Restricted funds | 16,905 |
| Endowment Funds | 0 |
| Unrestricted funds | 10,977 |
| *Total Reserves (B): | 27,882 |

* 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?
41-50%

Organisational changes

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

None

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 | 173,029 | 118,895 | 129,927 |
| London Councils | 0 | 0 | 0 |
| Health Authorities | 0 | 0 | 0 |
| Central Government departments | 0 | 24,480 | 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 | | 2012 £ | 2013 £ | 2014 £ |
|-------------------------------|-------|-----------|-----------|-----------|
| Henry Smith | 2,500 | 25,000 | | 27,500 |
| BBC - Children in Need | 9,616 | 9,400 | | 9,587 |
| LLoyds TSB | 0 | 17,450 | | 17,450 |
| Mercers Charitable Foundation | 0 | 0 | | 12,900 |
| The Clothworkers | 0 | 0 | | 11,000 |

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: **Elizabeth Fraser**

Role within **Director**
Organisation:

The City Bridge Trust

Investing In Londoners: Application for a grant



About your organisation

| | |
|--|---|
| Name of your organisation: Poetry Society | |
| If your organisation is part of a larger organisation, what is its name? | |
| In which London Borough is your organisation based? Camden | |
| Contact person: Mr Edward Doegar | Position: General Manager |
| Website: http://www.poetrysociety.org.uk | |
| Legal status of organisation: Registered Charity | Charity, Charitable Incorporated Company or company number: 303334 |
| When was your organisation established? 04/01/1909 | |

Grant Request

| |
|--|
| Under which of City Bridge Trust's programmes are you applying? Making London More Inclusive |
| Which of the programme outcome(s) does your application aim to achieve? Community buildings that are more accessible and as a result |
| Please describe the purpose of your funding request in one sentence. Make the Poetry Cafe and performance space fully useable for all visitors and performers, particularly disabled and older people. |
| When will the funding be required? 01/07/2016 |
| How much funding are you requesting? Year 1: £100,000 Year 2: £0 Year 3: £0 Total: £100,000 |

Aims of your organisation:

The Poetry Society is the UK's leading poetry organisation. We exist to connect people to the transformative power of poetry and to promote the use, study and enjoyment of the artform. We are a charity (Charity # 303334) and have been bringing poetry to diverse audiences since 1909. We run educational programmes that engage with 20,000 participants every year. We reach participants in every postcode area in the country. We have a dedicated core audience of nearly 4,000 members many of whom act as poetry activists in their communities.

In addition to our work throughout the country, we run the Poetry Place in Covent Garden which is open to the public six days a week and has poetry related events six nights a week. The Poetry Place provides a focal point for the London poetry scene and offers a warm and welcoming environment for people to learn more about poetry and share their interest with other people in the community.

Main activities of your organisation:

We work on projects of all scales, from creating new poems annually for the lighting up of the Christmas Tree in Trafalgar Square, which are seen by 3 million people; to working 1-on-1 with vulnerable teenagers on traveller sites and pupil referral units. Our writing competitions reach 20K people per year which get people of all ages writing for the first time, producing new work and creating ongoing talent development activities. We publish the UK's leading poetry magazine, The Poetry Review, as well as a membership publication, Poetry News, both of which are produced as an audio version of for the visually impaired.

The Poetry Place is visited by up to 36K people a year and has an events audience of 8,644. As well as Poetry Society events, it is open to the general public and offers a subsidised, democratic space for poetry enthusiasts and arts / social change organisations to promote poetry and engage with diverse audiences.

Number of staff

| Full-time: | Part-time: | Management committee members: | Active volunteers: |
|------------|------------|-------------------------------|--------------------|
| 10 | 4 | 11 | 5 |

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? |
|--|--|
| Owned | |

Summary of grant request

This development is part of a larger scheme of refurbishment which will make the entire building fit for purpose. City Bridge Trust funding would allow the Poetry Society to transform the access to its venue, The Poetry Place, in Covent Garden. The Poetry Place is London's only dedicated poetry venue and is the home of the UK poetry scene. With up to 36,000 visitors and over 8.5k audience members it offers a unique, prestigious central London location for the artform but is in critical need of investment to ensure it remains accessible to all.

We have undertaken a thorough process of preliminary investigation, reviewing our event feedback, surveying staff and audiences, speaking directly to disabled users, commissioning an independent access audit and consulting with other arts venues and construction specialists.

We will install a new lift, replacing the noisy malfunctioning lift following the recommendation of the access audit. A large portion of the community that we serve is elderly, infirm or disabled and the lift will make users confident about coming into the space. Many wheelchair users and mobility-challenged users (both poets and audience members) have expressed concern at the current accessibility of venue and have said that they have been put off from attendance because of it.

The new stairs and lift will be installed at the front of the building which will rationalise the space, allowing for improved circulation which has been identified by users and the access audit as a priority for improving access. This will improve sight-lines and create a larger venue space, increasing seated capacity from 41 to 53 making the venue instantly accessible to more Londoners. Current visitor levels to events are forecast to increase in line with this, meaning over 2,500 more people will attend events annually.

By acoustically sealing the ground floor café from the basement venue the single biggest complaint from event feedback forms will be addressed. It will hugely reduce noise interference for our visitors and performers, which is particularly necessary for those with hearing impairment. In addition to the improvements to noise interference which will be addressed through acoustic separation an up-to-date hearing loop introduced & staff trained in its use.

Separating the ground floor and basement will also make the events space private, allowing a safe space for disclosure for mental health groups that use the space. In addition to evening events this will also make the basement suitable for workshops and meetings during the daytime, providing a space for us to meet with disabled artists and partners to plan activities for both on and off-site programmes (not currently possible given the access to the offices).

Finally this project meets City Bridge Trust's principles of good practice. The Poetry Society is committed to diversity and our programming consistently demonstrates the creative value of diversity. The Poetry Place is a space that welcomes all, with the Café area open to the public and the venue space run for the wider poetry community. The majority of our events are run by external promoters from a variety of backgrounds and groups (eg. mental health charities, Sufi poetry, women's support groups, writers in exile). The Poetry Society has a strong background in developing and engaging with volunteers, offering office and events-based opportunities. We monitor our energy consumption via Julie's Bicycle IG Tools and perform well against the sector benchmarks, part of the wider remit of refurbishment will create long-term improvements in our carbon footprint (eg. double glazing, new energy efficient heating & lighting). We maintain an environmental policy and action plan where progress is tracked annually by senior management and the board.

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? **No**

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.

The circulation (stairs and lift) between ground floor café and basement venue will be brought to the front of the building. This will mean installing new stairs that meet current accessibility guidelines and installing an accessible lift which will replace the current malfunctioning lift.

Acoustic separation between basement venue and Café ground floor will be created by sealing the stairs and lift with door closures and soundproofing insulation between floors and ceiling.

Space on both ground floor and basement is rationalised to increase circulation space, this will be achieved by bringing the circulation to the front of the building, improving the sight-lines for the venue and passageways to bar and toilets.

An up-to-date fully integrated hearing loop will be installed and Poetry Place staff will be trained in its use.

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.

Increase the Poetry Society's engagement with disabled performers and audiences. Disabled visitors feel: More confident to read and try out performing; more comfortable to come to the space as audience members; reduced stigma and isolation as the circulation method does not interrupt performances; enhanced ability to hear all performances.

Acoustic separation improves venue for performers and audience. People with hearing difficulties are able to enjoy all events without interference from ground floor noise. Basement venue utilised for workshop groups. Groups with high proportions of people with mental health conditions have a safe environment for performance and disclosure.

Introduction of hearing induction loop enables improved accessibility. Hearing aids users have more seamlessly inclusive experience on performance nights. Staff trained in suitable hearing induction loop use.

Venue and café are made safer and more accessible, making the building compliant with current fire, health and safety and accessibility regulation.

Increased space and rationalised use of space allows more people of all ages, backgrounds and levels of mobility to attend events, increasing seated capacity at events is increased from 41 to 53.

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?

The planned work will be completed within the first year.

Who will benefit?

About your beneficiaries

| |
|--|
| How many people will benefit directly from the grant per year? 10,805 |
| 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 |
|---|----------------|----------|----------|----------------|
| Demolitions and alterations; substructure; frame & upper floors; roof; stairs, balustrades and lifts | 13,320 | 0 | 0 | 13,320 |
| External walls; windows & external doors; internal walls & partitions; internal doors; wall finishes | 60,930 | 0 | 0 | 60,930 |
| Floor finishes; ceiling finishes | 22,022 | 0 | 0 | 22,022 |
| Fittings & furnishings; sanitary appliances; disposal installations; hot & cold water installations | 20,294 | 0 | 0 | 20,294 |
| Space heating & ventilation | 23,048 | 0 | 0 | 23,048 |
| Electrical installations; special installations; BWIC with services; external works / landscaping; external servicing | 43,373 | 0 | 0 | 43,373 |
| Preliminaries (13%); phasing of work (6%) | 34,768 | 0 | 0 | 34,768 |
| Professional Fees (15%); project management | 47,648 | 0 | 0 | 47,648 |
| Inflation risks; building risks; design development risks; construction phase building & design risks | 36,597 | 0 | 0 | 36,597 |
| TOTAL: | 302,000 | 0 | 0 | 302,000 |

What income has already been raised?

| Source | Year 1 | Year 2 | Year 3 | Total |
|--|---------------|----------|----------|---------------|
| Poetry Society designated buildings fund | 20,000 | 0 | 0 | 20,000 |
| TOTAL: | 20,000 | 0 | 0 | 20,000 |

What other funders are currently considering the proposal?

| Source | Year 1 | Year 2 | Year 3 | Total |
|-----------------------------------|----------------|----------|----------|----------------|
| Arts Council England | 182,000 | 0 | 0 | 182,000 |
| SITA Trust | 50,000 | 0 | 0 | 50,000 |
| The Sainsbury's Charitable Trusts | 50,000 | 0 | 0 | 50,000 |
| | 0 | 0 | 0 | 0 |
| TOTAL: | 282,000 | 0 | 0 | 282,000 |

How much is requested from the Trust?

| Expenditure heading | Year 1 | Year 2 | Year 3 | Total |
|--|--------|--------|--------|--------|
| Demolitions and alterations; substructure; frame & upper floors; roof; stairs, balustrades and lifts | 42,110 | 0 | 0 | 42,110 |
| External walls; windows & external doors; | 4,110 | 0 | 0 | 4,110 |

| | | | | |
|---|----------------|----------|----------|----------------|
| internal walls & partitions; internal doors; wall finishes | | | | |
| Floor finishes; ceiling finishes | 13,465 | 0 | 0 | 13,465 |
| Space heating & ventilation | 5,250 | 0 | 0 | 5,250 |
| Preliminaries (13%); phasing of work (6%) | 12,338 | 0 | 0 | 12,338 |
| Professional Fees (15%); project management | 9,740 | 0 | 0 | 9,740 |
| Inflation risks; building risks; design development risks; construction phase building & design risks | 12,987 | 0 | 0 | 12,987 |
| | 0 | 0 | 0 | 0 |
| | 0 | 0 | 0 | 0 |
| TOTAL: | 100,000 | 0 | 0 | 100,000 |

Finance details

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

| | | |
|-----------------------|------------------------|----------------------|
| Financial year ended: | Month: March | Year: 2015 |
|-----------------------|------------------------|----------------------|

| Income received from: | £ |
|-----------------------------------|----------------|
| Voluntary income | 19,438 |
| Activities for generating funds | 57,601 |
| Investment income | 276 |
| Income from charitable activities | 782,216 |
| Other sources | 64,502 |
| Total Income: | 924,033 |

| Expenditure: | £ |
|---|----------------|
| Charitable activities | 838,511 |
| Governance costs | 13,425 |
| Cost of generating funds | 52,564 |
| Other | 0 |
| Total Expenditure: | 904,500 |
| Net (deficit)/surplus: | 19,533 |
| Other Recognised Gains/(Losses): | 202 |
| Net Movement in Funds: | 19,735 |

| Asset position at year end | £ |
|----------------------------|----------------|
| Fixed assets | 356,221 |
| Investments | 9,440 |
| Net current assets | 130,824 |
| Long-term liabilities | 0 |
| *Total Assets (A): | 496,485 |

| Reserves at year end | £ |
|-----------------------------|----------------|
| Restricted funds | 13,374 |
| Endowment Funds | 0 |
| Unrestricted funds | 483,111 |
| *Total Reserves (B): | 496,485 |

*** 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?
1-10%

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 | 7,000 | 8,000 | 7,000 |
| London Councils | 0 | 0 | 0 |
| Health Authorities | 0 | 0 | 0 |
| Central Government departments | 17,388 | 15,912 | 17,885 |
| 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 | 2012 £ | 2013 £ | 2014 £ |
|----------------------|-----------|-----------|-----------|
| Arts Council England | 261,664 | 341,056 | 362,665 |
| The Foyle Foundation | 75,000 | 75,000 | 80,000 |
| Paul Hamlyn | 54,200 | 0 | 0 |
| Booktrust | 20,000 | 0 | 20,000 |
| Esmée Fairbairn | 29,650 | 0 | 0 |

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 Palmer**

Role within **Director**
Organisation:

The City Bridge Trust
Investing In Londoners:
Application for a grant



About your organisation

| | |
|--|--|
| Name of your organisation: Sycamore Trust U.K. | |
| If your organisation is part of a larger organisation, what is its name? n/a | |
| In which London Borough is your organisation based? Barking & Dagenham | |
| Contact person: Ms. Chris Gillbanks | Position: CEO |
| Website: http://www.sycamoretrust.org.uk | |
| Legal status of organisation: Registered Charity | Charity, Charitable Incorporated Company or company number: 1116697 |
| When was your organisation established? 28/10/1995 | |

Grant Request

| | | |
|---|------------------------|------------------------|
| Under which of City Bridge Trust's programmes are you applying? Making London More Inclusive | | |
| Which of the programme outcome(s) does your application aim to achieve? Services helping people with a newly acquired or diagnosed disability to maintain choice and control in their lives Work enabling disabled people of all ages to live independently | | |
| Please describe the purpose of your funding request in one sentence. Enabling families affected by Autism/LD to learn about the condition, build confidence, gain new skills and receive support to improve the quality of their lives. | | |
| When will the funding be required? 01/06/2016 | | |
| How much funding are you requesting? | | |
| Year 1: £36,576 | Year 2: £37,330 | Year 3: £38,099 |
| Total: £112,006 | | |

Aims of your organisation:

Sycamore Trust aims to offer a range of services specifically designed to support families, educate the community and empower individuals affected by Autism Spectrum Disorders and/or Learning Difficulties to flourish and to be valued members of society

Main activities of your organisation:

1. Supporting Children and Young People with Autism/LD by providing specialised leisure activities, summer programme, sports programme and individual one-to-one befriending
2. Supporting Adults with Autism/LD by providing information and advice social groups, individual support, travel training and support group, Autism Ambassadors, Advocacy and Assessments.
3. Supporting Parents and Carers of children with Autism/LD, by providing support, information, advocacy and advice.
4. Supporting the Local Community by providing Awareness Training and Conferences

Number of staff

| Full-time: | Part-time: | Management committee members: | Active volunteers: |
|------------|------------|-------------------------------|--------------------|
| 7 | 20 | 6 | 60 |

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 | August 2016 |

Summary of grant request

The "Family Support Service" :

Project Need -- the need for this project has been identified through :-

- i. Autism is a life-long condition which has varying degrees of effect on individuals and whose needs can change throughout their lives.
- ii. Learning Difficulties (LD) -- a Learning Difficulty is a reduced intellectual ability and difficulty with everyday activities e.g. household tasks, socialising or managing money -- which affects someone for their whole life.

2. Targeted Boroughs -- in Barking & Dagenham, Redbridge and Havering, there are 31,878 people with ASD / LD accounting for c5.5% of the population [Census]

3. Family Issues -- families affected by these conditions are experiencing :-

- Lack of information e.g. about local services available to them and about the conditions.
- Stress leading to ill-health and family break up
- Lack of skills to parent a child / adult dependent with Autism or a Learning Difficulty

Project Activities -- the "Family Support Service" breaks down into four spheres :-

1. New Families -- up to 50% of our intake are new families who may have a child diagnosed with Autism / Learning Difficulties or they are pre-diagnosis. They will be taken through a 10 point programme which comprises 1-1 / group support, training and myriad activities which assist their coping strategies.

2. Ongoing Support -- families can access our services at any time to assist their development and their ability to cope / manage their situation and live independently which includes ongoing training, befriending, family mediation, specialist advice and advocacy.

3. Crisis Intervention -- families will experience crises periodically or need specific support as issues arise to which we can respond with customised and specialist support including 1-1 interventions comprising advocacy and support.

4. Volunteering -- many parents who have children with Autism, come through their initial issues and, when they are able, want to support their peers to share learning.

We will provide opportunities for peers to train and become volunteers which supports all functions of the project but, specifically, Parent Support Groups, training sessions, befriending for families, information and advice and generally assisting the programme.

Project Outcomes -- the main aims of this project are :-

1. 150 new families will learn about the conditions in order that they can cope, access support / services and maintain their health / independence

2. 150 families will access ongoing support / services to maintain their health, family development and financial independence

3. 60 families will be supported to overcome life crises caused by Autism and Learning Disability

4. 30 individuals will be recruited, trained and engaged as volunteers to develop new skills, reduce isolation and gain community involvement whilst supporting their peers

We are an established charity with twenty five years' experience providing services and support for people with Autism and Learning Difficulties including fifteen years of commissioned work e.g. Parent Assessments contracted by Councils and Courts

CBT Priority "Making London More Inclusive" -- many families who have children with Autism and Learning Difficulties lose their independence . The project will provide a range of support activities and services at different times when families need them to maintain control over their lives and, ultimately, continue to live independently in the community addressing their health, financial and family needs.

Principles of Good Practice -- the project has been planned via communicating with families who are already experiencing Autism and Learning Difficulties, will be user-led e.g. a Steering Group will be established and activities will be supported by a team of [peer] volunteers.

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?

Investors in People Bronze Standard Quality Mark

Preferred Provider List in London Boroughs of Barking & Dagenham, Havering and Redbridge

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.

New Families -- up to 50% of our intake [150 families] will be new families who may have a child diagnosed with Autism / LD or pre-diagnosis. They will be taken through a 10 point programme comprising 1-1 / group support, training and myriad activities which assist their coping strategies.

Ongoing Support -- 150 [further] families will access services which assist development, their ability to manage their situations and live independently including training, befriending, family mediation, advice / advocacy, specialist contact e.g. support for parents through different stages of adoption as appropriate and facilitation of supervised contact etc.

Crisis Intervention -- 60 families who will experience crises periodically over the next 3 years or who will need interventions as issues arise including customised and specialist 1-1 support, training, advocacy, advice and any support relating to the specific issue being addressed.

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.

New families i.e. those seeking a diagnosis or who have just received a diagnosis of Autism / Learning Difficulties will :-

- **Learn about the conditions**
- **Gain coping skills and learn new strategies**
- **Access support and services**
- **Gain financial and personal independence**
- **Maintain healthy lives**

Families affected by Autism / Learning Difficulties will :-

- **Access information and advice regarding the life issues they face**
- **Build confidence and new skills to assist their life pathways**
- **Access services and peer support equally**
- **Maintain their independence and health**

Families in crisis caused by living with Autism / Learning Difficulties will :-

- **Access specialist information and advice relating to the issue they have identified**
- **Receive 1-1 support and advocacy customised to address the issue**
- **overcome their crisis to maintain their independence and health**

People living with Autism / Learning Difficulties will :-

- **Access supported volunteer opportunities**
- **Receive 1-1 training, support and tasks which improve their skills, confidence and employability**
- **Participate in community activity thus alleviating the isolation they feel as a parent of a child with Autism / Learning Difficulties**

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?

Our family support service has operated in differing forms for 12 years and we anticipate ongoing future activities funded as per current arrangements i.e. through (1) commissions from Local and Healthy Authorities (2) grants from charitable funders 3) business sponsorship

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?

Barking & Dagenham (50%)

Havering (30%)

Redbridge (20%)

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?

91-100%

Funding required for the project

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

| Expenditure heading | Year 1 | Year 2 | Year 3 | Total |
|-----------------------------|--------|--------|--------|---------|
| Family Support Co-ordinator | 36,576 | 37,330 | 38,099 | 112,005 |
| Travel & Transport | 720 | 734 | 749 | 2,203 |
| Staff Training Budget | 600 | 600 | 600 | 1,800 |
| Project Revenue | 240 | 245 | 250 | 735 |
| Publicity & Promotions | 500 | 500 | 500 | 1,500 |
| Management Costs | 1,500 | 1,500 | 1,500 | 4,500 |
| Capital Costs | 2,000 | 0 | 0 | 2,000 |
| Overheads | 4,214 | 4,091 | 4,170 | 12,475 |
| | 0 | 0 | 0 | 0 |

| | | | | |
|---------------|---------------|---------------|---------------|----------------|
| TOTAL: | 46,350 | 45,000 | 45,868 | 137,218 |
|---------------|---------------|---------------|---------------|----------------|

What income has already been raised?

| Source | Year 1 | Year 2 | Year 3 | Total |
|--|--------|--------|--------|--------|
| Various contracts, commissions and earned income | 9,774 | 7,670 | 7,769 | 25,212 |
| | 0 | 0 | 0 | 0 |
| | 0 | 0 | 0 | 0 |
| | 0 | 0 | 0 | 0 |

| | | | | |
|---------------|----------|----------|----------|----------|
| TOTAL: | 0 | 0 | 0 | 0 |
|---------------|----------|----------|----------|----------|

What other funders are currently considering the proposal?

| Source | Year 1 | Year 2 | Year 3 | Total |
|-----------------------|--------|--------|--------|-------|
| this is our first bid | 0 | 0 | 0 | 0 |
| | 0 | 0 | 0 | 0 |
| | 0 | 0 | 0 | 0 |
| | 0 | 0 | 0 | 0 |

| | | | | |
|---------------|----------|----------|----------|----------|
| TOTAL: | 0 | 0 | 0 | 0 |
|---------------|----------|----------|----------|----------|

How much is requested from the Trust?

| Expenditure heading | Year 1 | Year 2 | Year 3 | Total |
|--------------------------------------|--------|--------|--------|--------|
| family support co-ordinator (salary) | 31,460 | 32,089 | 32,731 | 96,279 |
| national insurance | 3,229 | 3,316 | 3,405 | 9,950 |
| Pension Contribution | 1,888 | 1,925 | 1,963 | 5,777 |
| | 0 | 0 | 0 | 0 |

| | | | | |
|---------------|---------------|---------------|---------------|----------------|
| TOTAL: | 36,576 | 37,330 | 38,099 | 112,006 |
|---------------|---------------|---------------|---------------|----------------|

Finance details

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

| | | |
|-----------------------|------------------------|----------------------|
| Financial year ended: | Month: March | Year: 2015 |
|-----------------------|------------------------|----------------------|

| Income received from: | £ |
|-----------------------------------|----------------|
| Voluntary income | 49,284 |
| Activities for generating funds | 0 |
| Investment income | 1,825 |
| Income from charitable activities | 328,493 |
| Other sources | 0 |
| Total Income: | 379,602 |

| Expenditure: | £ |
|---|----------------|
| Charitable activities | 394,168 |
| Governance costs | 3,753 |
| Cost of generating funds | 0 |
| Other | 0 |
| Total Expenditure: | 397,921 |
| Net (deficit)/surplus: | -18,319 |
| Other Recognised Gains/(Losses): | 0 |
| Net Movement in Funds: | -18,319 |

| Asset position at year end | £ |
|----------------------------|----------------|
| Fixed assets | 8,254 |
| Investments | 170,000 |
| Net current assets | 160,294 |
| Long-term liabilities | 0 |
| *Total Assets (A): | 338,548 |

| Reserves at year end | £ |
|-----------------------------|----------------|
| Restricted funds | 121,739 |
| Endowment Funds | 0 |
| Unrestricted funds | 216,809 |
| *Total Reserves (B): | 338,548 |

*** 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?
51-60%

Organisational changes

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

We have been funded by London Borough of Havering to provide a "Hub", a centre in Romford shopping centre where we can raise awareness and support adults with Autism.

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 | 273,322 | 170,599 | 211,149 |
| London Councils | 0 | 0 | 0 |
| Health Authorities | 8,102 | 8,102 | 8,102 |
| 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 | 2012 £ | 2013 £ | 2014 £ |
|--------------------------------|-------------------|-------------------|-------------------|
| Lottery (reaching communities) | 0 | 0 | 17,581 |
| Awards for All | 0 | 9,692 | 0 |
| | 0 | 0 | 0 |
| | 0 | 0 | 0 |
| | 0 | 0 | 0 |

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: **Chris Gillbanks**

Role within **CEO**
Organisation:

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The City Bridge Trust

Investing In Londoners: Application for a grant



About your organisation

| | |
|--|--|
| Name of your organisation: Women's Resource Centre | |
| If your organisation is part of a larger organisation, what is its name? | |
| In which London Borough is your organisation based? Islington | |
| Contact person: Ms Vivienne Hayes | Position: CEO |
| Website: http://thewomensresourcecentre.org.uk/ | |
| Legal status of organisation: Registered Charity | Charity, Charitable Incorporated Company or company number: 1070606 |
| When was your organisation established? 02/11/1984 | |

Grant Request

| |
|--|
| Under which of City Bridge Trust's programmes are you applying? Making London Safer |
| Which of the programme outcome(s) does your application aim to achieve? More survivors of domestic violence accessing good quality support services that help them to improve their safety, health and well-being BME, LGBT and disabled survivors of domestic violence accessing appropriate services which understand and meet their needs |
| Please describe the purpose of your funding request in one sentence. Develop long-term sustainability of the London VAWG (Violence Against Women and Girls) Consortium ensuring all women in London have access to high-quality specialist support services |
| When will the funding be required? 16/05/2016 |
| How much funding are you requesting? Year 1: £84,913 Year 2: £77,457 Year 3: £81,213 <i>25</i> <i>75</i> <i>60,000</i> |
| Total: £243,583 |

Aims of your organisation:

The Women's Resource Centre (WRC) is a leading umbrella organisation for the women's sector providing infrastructure support to women's voluntary and community organisations (WVCOs), with over 500 members.

We are working towards transformational equality for women. We achieve this by supporting women's charities that deliver services to some of the most marginalised and disadvantaged women in our society.

Our current priority is sustaining valued women's services for women and girls through a time of economic recession, spending cuts, welfare reform and new commissioning arrangements and being able to demonstrate the need for these services and value for money and effective outcomes these services provide.

Our mission is: Supporting and standing up for a diverse and thriving women's sector

Main activities of your organisation:

We support WVCO's through training, one to one support, events and information on a range of organisational development issues. Additionally we conduct research and policy development, and lobby decision makers on behalf of the women's not-for-profit sector for improved representation and funding. WRC also leads in promoting collaboration and partnership development between women's organisations across the country.

For example WRC leads the Convention on the Elimination of all forms of Discrimination Against Women (CEDAW) working group, and collated the shadow report to the CEDAW committee in 2013.

We facilitated and now lead both the Women's Health and Equality Consortium and the London Violence Against Women And Girls (VAWG) Consortium.

On average we deliver training to 500 individuals each year on organisational sustainability and development; for example, influencing, partnership development, business planning, fundraising and commissioning.

WRC has also enjoyed 16 pieces in various media during April-March 2014

Our leadership within our sector has been recognised and validated with awards

Number of staff

| Full-time: | Part-time: | Management committee members: | Active volunteers: |
|------------|------------|-------------------------------|--------------------|
| 5 | 5 | 4 | 3 |

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 | Rolling annual licence |

Summary of grant request

The London VAWG consortium:

- is a unique women-led, women-centred partnership with specialisms to address all forms of gender-based violence
 - is constituted of twenty-one Womens Voluntary and Community Organisations(WVCOs) with a track record of delivering high-quality VAWG services across all London boroughs that are integrated, diverse and targeted
 - works to ensure it's inclusive, democratic and the smaller, more specialist organisations, have a voice and share in decision-making
- Ten members provide specialist support to BMER women. The consortium receives expertise from Sisters of Frida regarding disabled women and refers LGBT women experiencing violence on to LGBT jigsaw.

1) Need

Organisations working with sexual and domestic violence(S&DV) in London have been drastically effected by cuts to public sector funding and the shift from grants to commissioning. Cutbacks in national budgets have led to reductions in the provision of local services and loss of small specialist providers(Towers 2012). An IMKAAN survey(2012) found nearly half of BMER S&DV services had experienced significant funding cuts whilst referrals had increased by 20-50%.

The women's sector has a vital role to play in public service delivery, but size and complexity of competitive procurement processes and increasingly demanding contracts makes it difficult for smaller organisations to compete alone.

Our consortium model offers a lifeline to smaller, specialist women's organisations, which we know from research, service users prefer to access. Several consortium members would have closed if it hadn't been for the consortium.

In an environment where 'cost effective' generic providers are replacing small specialist providers it is essential that a consortium such as ours is protected and supported to become sustainable.

2) Project Aims

- Develop the consortium to secure commissioned contracts and become sustainable, ensure survival of small specialist women's organisations and offer a service that meets women's multiple and complex needs.
- Address the un-level playing field between organisations within the consortium

4) How the work will be delivered

Employ a coordinator, who will, along with members;

- a) Develop a formally constituted independent legal structure for the Consortium
- b) Put structures and systems in place ensuring all members have a voice, can influence and engage in decision making
- c) Build capacity of smaller organisations to deliver commissioned contracts
- d) Identify opportunities and tender for commissioned contracts
- e) Support Consortium to be recognised amongst relevant commissioning bodies
- f) Grow membership
- g) Document process for replication

4) Why us

For the past 6 years partnerships have been a strategic focus for WRC; supporting WVCO's to work jointly to increase impact, efficiency and value for money. According to our surveys WRC has helped form 78 partnerships in the last 3 years.

In 2011 WRC facilitated the formation of the London VAWG consortium in response to London Councils threat of dropping funding for the sector. As a result £3.6m of funding was reinstated.

In February 2014 WRC was elected the official lead agency for the consortium.

5) Trust's programme outcomes

By making the Consortium sustainable and securing commissioned contracts, women's organisations, many of whom are under threat of closure, with specialist expertise, will be able to help more women survivors of violence.

More BMER, LGBT and disabled women will have access to appropriate services, which understand and meet their needs.

6) 'Good Practice'

User involvement

- Member surveys and participatory monitoring incorporated into strategic planning
- Service user advisory groups, ex-service users become staff and representation on boards

Diversity and equal opportunity

- Part of the consortiums core principals

Volunteers

- WRC and members have well established volunteer programmes

Carbon footprint

- WRC has a green policy and has won awards
- Consortium will develop a green policy

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?

PQASSO and we are working towards ISO 9001

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.

Develop a formally constituted independent legal structure for the Consortium

Provide 10 1:1 capacity building sessions in the first year, and 15 a year for the last 2 years, to the smaller, specialist, organisations to address the un-level playing field between organisations within the consortium and ensure they have the systems, structures and accreditations in place to deliver commissioned contracts

Recruit new members for the consortium and complete all attached paperwork

Identify and tender for a minimum of 3 commissioning opportunities a year in the 2nd and 3rd years

To make contact with a minimum of 4 commissioners a year in the 2nd and 3rd years to increase their understanding and recognition of the role and value of specialist women's organisations in addressing the needs of women particularly those who have experienced marginalisation and violence

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.

By the end of Year 3, 6 smaller specialist women's organisations have improved their systems, structures and gained accreditations to enable them to bid for public sector contracts as part of the consortium

By the end of year 3, 10 more women's organisations are members of the consortium

By the end of year 3, 18 women's organisations are commissioned to deliver commissioned contracts as part of the consortium

By the end of year 3, a minimum of 8 commissioners in London have increased understanding of the role and value of specialist women's organisations

By the end of year 3, 6,000 women in London have accessed appropriate services that understand and meet their specific needs through services delivered by consortium members

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?

Yes. We expect the VAWG consortium to become self sustaining by the end of year 3 by securing commissioned contracts and taking a top slice to pay for the coordinator.

Who will benefit?

About your beneficiaries

| |
|---|
| How many people will benefit directly from the grant per year? 2,000 |
| In which Greater London borough(s) or areas of London will your beneficiaries live? London-wide (100%) |
| What age group(s) will benefit? 0-15 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 White (including English/ Welsh/ Scottish/ Northern Irish/ British; Irish; Gypsy, Traveller or Irish Traveller; Any other White background) Mixed/ Multiple ethnic groups (including White and Black Caribbean; White and Black African; White and Asian; Any other Mixed/ Multiple ethnic background) Asian/ Asian British (including Indian; Pakistani; Bangladeshi; Chinese; Any other Asian background) 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 |
|---------------------------------|--------|--------|--------|---------|
| Staffing costs | 47,411 | 48,747 | 50,123 | 146,280 |
| Consortium set up as legal body | 5,100 | 2,060 | 2,060 | 9,220 |
| Consortium development | 9,920 | 6,920 | 6,220 | 23,060 |
| Consortium Certification | 3,000 | 0 | 0 | 3,000 |
| Capacity Building | 8,660 | 8,860 | 8,860 | 26,380 |
| Evaluation | 0 | 0 | 3,000 | 3,000 |
| Management and overheads | 6,885 | 6,885 | 6,885 | 20,655 |
| Office Costs | 3,907 | 3,985 | 4,065 | 11,957 |
| | 0 | 0 | 0 | 0 |

| | | | | |
|---------------|---------------|---------------|---------------|----------------|
| TOTAL: | 84,883 | 77,457 | 81,213 | 243,553 |
|---------------|---------------|---------------|---------------|----------------|

What income has already been raised?

| Source | Year 1 | Year 2 | Year 3 | Total |
|--------|--------|--------|--------|-------|
| 0 | 0 | 0 | 0 | |
| 0 | 0 | 0 | 0 | |
| 0 | 0 | 0 | 0 | |
| 0 | 0 | 0 | 0 | |

| | | | | |
|---------------|----------|----------|----------|----------|
| TOTAL: | 0 | 0 | 0 | 0 |
|---------------|----------|----------|----------|----------|

What other funders are currently considering the proposal?

| Source | Year 1 | Year 2 | Year 3 | Total |
|--------|--------|--------|--------|-------|
| 0 | 0 | 0 | 0 | |

| | | | | |
|---------------|----------|----------|----------|----------|
| TOTAL: | 0 | 0 | 0 | 0 |
|---------------|----------|----------|----------|----------|

How much is requested from the Trust?

| Expenditure heading | Year 1 | Year 2 | Year 3 | Total |
|-----------------------------------|--------|--------|--------|---------|
| Staffing and associated costs | 47,441 | 48,747 | 50,123 | 146,280 |
| Consortium set up as a legal body | 5,100 | 2,060 | 2,060 | 9,220 |
| Consortium development | 9,920 | 6,920 | 6,220 | 23,060 |
| Consortium certification | 3,000 | 0 | 0 | 3,000 |
| Capacity building | 8,660 | 8,860 | 8,860 | 26,380 |
| Evaluation | 0 | 0 | 3,000 | 3,000 |
| Management and overheads | 6,885 | 6,885 | 6,885 | 20,655 |
| Office costs | 3,907 | 3,985 | 4,065 | 11,957 |
| | 0 | 0 | 0 | 0 |

| | | | | |
|---------------|---------------|---------------|---------------|----------------|
| TOTAL: | 84,913 | 77,457 | 81,213 | 243,553 |
|---------------|---------------|---------------|---------------|----------------|

Finance details

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

| | | |
|-----------------------|------------------------|----------------------|
| Financial year ended: | Month: March | Year: 2015 |
|-----------------------|------------------------|----------------------|

| Income received from: | £ |
|-----------------------------------|----------------|
| Voluntary income | 4,407 |
| Activities for generating funds | 23,272 |
| Investment income | 675 |
| Income from charitable activities | 600,937 |
| Other sources | 95,933 |
| Total Income: | 725,224 |

| Expenditure: | £ |
|---|----------------|
| Charitable activities | 637,523 |
| Governance costs | 8,791 |
| Cost of generating funds | 7,235 |
| Other | 109,606 |
| Total Expenditure: | 763,155 |
| Net (deficit)/surplus: | 280,293 |
| Other Recognised Gains/(Losses): | 0 |
| Net Movement in Funds: | -37,931 |

| Asset position at year end | £ |
|----------------------------|----------------|
| Fixed assets | 0 |
| Investments | 0 |
| Net current assets | 374,679 |
| Long-term liabilities | 94,386 |
| *Total Assets (A): | 280,293 |

| Reserves at year end | £ |
|-----------------------------|----------------|
| Restricted funds | 45,002 |
| Endowment Funds | 0 |
| Unrestricted funds | 235,291 |
| *Total Reserves (B): | 280,293 |

*** 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?
51-60%

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 | 0 | 0 | 0 |
| London Councils | 265,055 | 273,546 | 345,500 |
| Health Authorities | 12,000 | 12,000 | 200,000 |
| 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 | 2012 £ | 2013 £ | 2014 £ |
|---------------------------|-----------|-----------|-----------|
| Big Lottery Fund | 212,020 | 215,527 | 212,447 |
| Trust for London | 15,000 | 25,000 | 25,000 |
| Feminist review trust | 0 | 0 | 10,000 |
| City Parochial Foundation | 2,750 | 0 | 0 |
| | 0 | 0 | 0 |

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: **Vivienne Hayes**

Role within **CEO**
Organisation:

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The City Bridge Trust
Investing In Londoners:
Application for a grant



About your organisation

| | |
|--|---|
| Name of your organisation: Age Exchange Theatre Trust | |
| If your organisation is part of a larger organisation, what is its name? | |
| In which London Borough is your organisation based? Greenwich | |
| Contact person: Mrs Suzanne Lockett | Position: Director of Operations |
| Website: http://www.age-exchange.org.uk | |
| Legal status of organisation: Registered Charity | Charity, Charitable Incorporated Company or company number: 326899 |
| When was your organisation established? 10/03/1983 | |

Grant Request

| |
|--|
| Under which of City Bridge Trust's programmes are you applying? Older Londoners |
| Which of the programme outcome(s) does your application aim to achieve? Carers aged 65 years and over better able to access support, advice and respite People living with Alzheimer's and other forms of dementia having a better quality of life |
| Please describe the purpose of your funding request in one sentence. We originally applied for 3 years funding to support older carers and were awarded 1 year's funding, we now apply for the remaining 2 years. |
| When will the funding be required? 01/08/2016 |
| How much funding are you requesting? Year 1: £47,847 Year 2: £48,802 Year 3: £0 Total: £96,649 |

Aims of your organisation:

Age Exchange is the UK's leading reminiscence arts and social care charity. We reach out to people using memories and the arts to help them understand and express who they are, to value their experience, to build and strengthen relationships and to bring them together. Our aim is to help people feel good, to make their own choices and to live the lives they want by increasing:

- self-confidence, self-esteem and well-being
- the feeling of being part of and contributing to family and community, communication between individuals, family and paid carers and other in the community
- access to arts, reminiscence and creative activities

Main activities of your organisation:

We work with older people individually, in groups and in communities. We work with family carers and with professionals, supporting and training them in reminiscence arts to enable them to use them day to day. One of our strengths is mixing the generations and enabling them to share their experiences and memories and to understand and learn from each other. We are expert at working with people with dementia including those for who the spoken word may not be their main method of communication. We offer opportunities and support for older people to remember their life experiences and to participate in and enjoy artistic and creative activities which stimulate those memories. These activities - talking, theatre, music, dance, movement - stimulate all sorts of memories including deep seated physical memories. This is particularly important for people with dementia. The activities may result in various art forms but always mean that people are left feeling valued for who they are.

Number of staff

| Full-time: | Part-time: | Management committee members: | Active volunteers: |
|------------|------------|-------------------------------|--------------------|
| 4 | 12 | 12 | 80 |

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? |
|--|--|
| Owned | |

Summary of grant request

The need for this project has been identified by the demand on our services from people with dementia and their carers, and organisation seeking support for older people with mental health needs locally where provision is poor. Age Exchange has increasing concern for family carers, isolated within their caring daily lives, with evidence pointing to high risk of depression and ill health. Artful Caring will continue to concentrate on alleviating the detrimental effects of 24/7 caring by older people for their loved one, through provision of focused therapeutic activity in a warm, creative and caring environment. So much time is spent dwelling on what people with dementia cannot do anymore whilst little or no thought is given to what they can still do and contribute. For carer and loved on we aim to provide 'shared respite' through reminiscence and creative activity.

We have received one year's funding from City Bridge Trust for this project and we are now applying for the remaining 2 years. We have learnt from the first year and have made some changes to the original bid based on the needs of the users of the project. In particular, we have raised 75% of the funding to start a new group on Sunday after anecdotal evidence indicating that "Sunday was the loneliest day for isolated older people". The Childwick Trust has awarded us this funding and we have included the remainder in this bid to City Bridge Trust to further build on the proactive work that we have been able to do with carers over the past year.

We aim to deliver a multi-faceted project offering both Carer and the people that they care for the opportunity to re-engage with their peers for mutual support, friendships and essentially to help them re-build a sense of worth and well-being. With up to date statistics suggesting that the number of people with dementia will continue to rise there needs to be more thought put into how we support family carers and to help society to understand that people with dementia deserve to remain in the own community for as long as possible. To do this we aim to run activities that will provide opportunities for participation and the bring people together to enjoy the company of others, with and without dementia.

Participants will be able to self-refer. We will also accept referrals from local GPs, colleagues from MindCare, Alzheimers UK and Age UK Southward and Lewisham, ensuring maximum participation and benefit. them and inform their future care. We will encourage participation by different groups of people not necessary just spouses but include the wider family and sometimes live-in professional carers.

To do this we shall run:

1. 46 weekly group sessions for up to 15 couples offering stimulating arts activities for carers and their loved ones increasing meaningful interaction between them. The sessions will be provided by training Reminiscence Arts Practitioners who have extensive knowledge of working with people with dementia.
2. Weekly sessions providing advocacy, support, and alternative therapy identified by the carer and our Dementia Support Manager. These sessions provide some meaningful 'me time' for older carers enabling them to cope better with the demands of caring for someone with dementia.
3. Weekly 1:1 sessions for carers to participate in stimulating arts activities provided by trained artists and volunteers whilst providing respite care for the person with dementia.
4. Provide 46 weekly Sunday group to enable carers to access support and friendship on a day when they find it most stressful. Arts activities will be provided by Reminiscence Arts Practitioners and a hot meal will be provided.

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?

We are currently working towards PQASSO - however we do have extensive evaluation from Royal Holloway University London and have recently undergone Ethical Approval for work within the NHS.

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.

To provide a structured 3 hour session each week for up to 15 couples for 46 weeks throughout the year. The sessions will be held at the Bakehouse Theatre in Blackheath which is a non-institutional venue.

Provide enjoyable and stimulating activities for older Carers and the people with dementia that they care for. These activities provide an opportunity for the Carer and Cared-for to participate in enjoyable reminiscence arts activities together.

Provide regular respite sessions for Carers to have 1:1 sessions with a professional of their choosing. This might be a therapist providing relaxation techniques/advice or speaking to someone who will take on an advocacy role for them. During these sessions support for the Cared-for person will be undertaken by volunteers.

Provide a new Sunday carers service. Carers have identified that Sunday is the loneliest day of the week and we will provide similar activities to those during the week as a drop in facility.

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.

Older carers feel less stressed and able to cope better with the demands of caring for a person with dementia. They will learn techniques to enable them to feel in control when they are on their own at home.

Have a weekly focus of somewhere to go other than hospital/doctors appointments. Meet new friends who understand how they are feeling because they are living through a similar experience. Go out with other members of the group outside of the sessions.

Get knowledge about the benefits that they, as carers, can claim to help with the increased expenses related to caring for someone with dementia. They will also be able to find out more about respite care to enable them to re-charge their batteries.

Carers will have improved self-esteem and self-worth after participating in stimulating activities awakening interests, skills and knowledge that they had previously but had forgotten or put aside to concentrate on their caring responsibilities.

Carers will feel able to speak to people who can advise them about keeping well, calm and happy, relieving depression etc. Providing extra support on a 1:1 basis together with respite will encourage carers to get out of the house and visit the Centre more regularly.

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?

Yes, we would strive to continue this work, as we have in the recent past, by including it as part of our core delivery and as such the expenditure would be included in future budgets. Other trusts, personal budgets and other sources of funding would be investigated. Continued funding for the Sunday group is already in hand.

Who will benefit?

About your beneficiaries

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

150

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

Greenwich (35%)

Lewisham (45%)

Bexley (10%)

Southwark (10%)

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%

Funding required for the project

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

| Expenditure heading | Year 1 | Year 2 | Year 3 | Total |
|--|--------|--------|--------|-------|
| Venue hire | 3,450 | 5,750 | 5,865 | 0 |
| Catering and transport for participants | 11,040 | 15,640 | 15,953 | 0 |
| Volunteer expenses | 1,840 | 3,680 | 3,753 | 0 |
| Project artists | 10,580 | 13,524 | 13,794 | 0 |
| Materials | 1,380 | 2,760 | 2,815 | 0 |
| One to one support | 10,350 | 9,660 | 9,853 | 0 |
| Support staff (Sunday group) | 0 | 7,728 | 7,883 | 0 |
| Artists planning | 1,350 | 1,575 | 1,606 | 0 |
| Overall supervision, administration and management | 7,560 | 8,280 | 8,445 | 0 |

| | | | | |
|---------------|---------------|---------------|---------------|----------|
| TOTAL: | 47,550 | 68,597 | 69,967 | 0 |
|---------------|---------------|---------------|---------------|----------|

What income has already been raised?

| Source | Year 1 | Year 2 | Year 3 | Total |
|----------------------------------|--------|--------|--------|-------|
| In-kind venue hire | 0 | 5,750 | 5,865 | 0 |
| Childwick Trust | 0 | 15,000 | 0 | 0 |
| City Bridge Trust (January 2015) | 48,000 | 0 | 0 | 0 |
| | 0 | 0 | 0 | 0 |

| | | | | |
|---------------|---------------|---------------|----------|----------|
| TOTAL: | 48,000 | 20,750 | 0 | 0 |
|---------------|---------------|---------------|----------|----------|

What other funders are currently considering the proposal?

| Source | Year 1 | Year 2 | Year 3 | Total |
|--------------|--------|--------|--------|-------|
| To be sought | 0 | 0 | 15,300 | 0 |

| | | | | |
|---------------|----------|----------|----------|----------|
| TOTAL: | 0 | 0 | 0 | 0 |
|---------------|----------|----------|----------|----------|

How much is requested from the Trust?

| Expenditure heading | Year 1 | Year 2 | Year 3 | Total |
|--|--------|--------|--------|-------|
| Catering and transport for participants | 0 | 11,730 | 11,965 | 0 |
| Volunteer expenses | 0 | 2,760 | 2,815 | 0 |
| Project artists | 0 | 10,143 | 10,345 | 0 |
| Materials | 0 | 2,070 | 2,111 | 0 |
| One to one support | 0 | 9,660 | 9,853 | 0 |
| Support staff (Sunday group) | 0 | 3,864 | 3,941 | 0 |
| Artists planning | 0 | 945 | 964 | 0 |
| Overall supervision, administration and management | 0 | 6,675 | 6,808 | 0 |

| | | | | |
|---------------|----------|---------------|---------------|----------|
| TOTAL: | 0 | 47,847 | 48,802 | 0 |
|---------------|----------|---------------|---------------|----------|

Finance details

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

| | | |
|-----------------------|------------------------|----------------------|
| Financial year ended: | Month: March | Year: 2015 |
|-----------------------|------------------------|----------------------|

| Income received from: | £ |
|-----------------------------------|----------------|
| Voluntary income | 439,431 |
| Activities for generating funds | 79,920 |
| Investment income | 3,947 |
| Income from charitable activities | 124,458 |
| Other sources | 0 |
| Total Income: | 647,756 |

| Expenditure: | £ |
|---|----------------|
| Charitable activities | 566,290 |
| Governance costs | 17,485 |
| Cost of generating funds | 73,971 |
| Other | 0 |
| Total Expenditure: | 657,746 |
| Net (deficit)/surplus: | -9,990 |
| Other Recognised Gains/(Losses): | 3,694 |
| Net Movement in Funds: | -6,296 |

| Asset position at year end | £ |
|----------------------------|------------------|
| Fixed assets | 1,534,831 |
| Investments | 103,132 |
| Net current assets | 53,439 |
| Long-term liabilities | 260,095 |
| *Total Assets (A): | 1,431,307 |

| Reserves at year end | £ |
|-----------------------------|------------------|
| Restricted funds | 137,775 |
| Endowment Funds | 117,917 |
| Unrestricted funds | 1,175,615 |
| *Total Reserves (B): | 1,431,307 |

* 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?
1-10%

Organisational changes

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

In July 2015 the trust obtained a further loan of £150,000 secured against its buildings to provide capital to invest in improving its sustainability. In March 2016 we were one of 260 organisations awarded a Local Sustainability Grant (LSF) of £97,000 from the government. The LSF awards fund projects to improve sustainability in high-impact VCSE organisations who provide vital services for vulnerable people.

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 | 34,050 | 35,740 | 35,000 |
| London Councils | 0 | 0 | 0 |
| Health Authorities | 0 | 7,725 | 5,000 |
| 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 | 2012 £ | 2013 £ | 2014 £ |
|--|-----------|-----------|-----------|
| Guys and St Thomas Charity | 232,330 | 172,250 | 54,000 |
| May & Stanley Smith Charitable Foundation (US) | 24,129 | 24,203 | 0 |
| Merchant Taylors Charitable Trust | 18,200 | 12,030 | 42,030 |
| Rank Foundation | 0 | 0 | 25,000 |
| Heritage Lottery Fund | 40,600 | 33,769 | 41,950 |

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: **Suzanne Lockett**

Role within **Director of Operations**
Organisation:

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The City Bridge Trust
Investing In Londoners:
Application for a grant



About your organisation

| | |
|---|--|
| Name of your organisation: Age UK Brent | |
| If your organisation is part of a larger organisation, what is its name? No | |
| In which London Borough is your organisation based? Brent | |
| Contact person: Ms Daksha Chauhan-Keys | Position: Head of Fundraising |
| Website: http://www.ageuk.org.uk/brent/ | |
| Legal status of organisation: Registered Charity | Charity, Charitable Incorporated Company or company number: 1011668 |
| When was your organisation established? 28/01/1992 | |

Grant Request

| |
|--|
| Under which of City Bridge Trust's programmes are you applying? Older Londoners |
| Which of the programme outcome(s) does your application aim to achieve? Older Londoners having increased awareness of benefits, finance, housing and other rights |
| Please describe the purpose of your funding request in one sentence. a home visiting advocacy service for 450 isolated older people aged over 75 years in Brent living in poverty. |
| When will the funding be required? 01/04/2016 |
| How much funding are you requesting? Year 1: £33,859 Year 2: £33,973 Year 3: £34,446 Total: £102,278 |

Aims of your organisation:

Age UK Brent (AUB - our legal name is Age Concern Brent) is a registered charity that aims to support older people in Brent. Founded in 1982, we now support over 6000 people every year. AUB aims to improve the lives of local older people through empowering them with skills and knowledge, and by providing practical support that improves their health, welfare and wellbeing.

Main activities of your organisation:

We achieve our aims through the provision of a number of services:

- Information, advice and advocacy. Our Advocates support local people by providing one-to-one support in areas such as welfare benefits, housing, health, dealing with debt etc.
- Volunteer Befriending. We support 75 lonely house-bound older people each year through regular volunteer visits. Support includes listening to the older person, going for a walk, or a tea/coffee and chat.
- Health and well-being: We provide a full programme of keep fit classes, IT classes, outings, and intergenerational activities.
- Information events. We organise a variety of different one-off events and workshops that provide information on different topics affecting older people such as help at home services, benefits advice, insurance services, and digital inclusion.
- Campaigning: We host a Champions of Older People's Network which feeds into the work of local statutory services as well as Age UK Brent itself. They also campaign for older people's rights.

Number of staff

| Full-time: | Part-time: | Management committee members: | Active volunteers: |
|------------|------------|-------------------------------|--------------------|
| 4 | 8 | 8 | 100 |

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 | Ongoing |

Summary of grant request

PROJECT NEED

There are currently 16000 people in Brent aged 75 and over of whom 8182 people live alone. Many are living in poverty as the borough is the 14th most deprived area in the UK in terms of deprivation of older people. Age UK Brent currently supports over 6000 people each year through our advocacy service. However we have become aware that many of the most elderly people are not able to attend sessions. As a result of this we have begun to deliver a small home advocacy service delivered by trained volunteers. However the need is much greater and we are unable to support everyone who needs our help.

PROJECT DELIVERY

Age UK Brent intends to expand our home advocacy service in order to provide greater support to isolated and house-bound older people in Brent aged over 75 years old. To achieve this we will recruit a new full-time Home Advocacy Worker who will manage around five Volunteer Advocates. The service will visit clients aged over 75 years old in their home and provide professional advocacy and advice particularly on issues related to finance, housing and benefit entitlements. All staff and volunteers will be fully trained and we will operate robust safeguarding procedures.

PROJECT AIM AND OUTCOMES

The aim of this service is to enable 450 isolated older people aged over 75 years in Brent to have awareness of, and support around benefits, finance, housing, social care, and other rights. The specific outcome targets are:

- 450 isolated people aged over 75 years old in Brent will experience reduced poverty
- 450 isolated people aged over 75 years old in Brent will have improved mental health.
- 450 isolated people aged over 75 years old in Brent will have improved confidence and independence.
- 450 isolated people aged over 75 years old in Brent will have improved access to services.
- 450 isolated people aged over 75 years old in Brent will have increased awareness of benefits, finance, housing and other rights.

OUR TRACK RECORD

We currently provide a professional advocacy service for older people in Brent. This is based at our offices and satellite locations and we have started a small volunteer led home advocacy service which we need to expand. Our overall advocacy service is AQS accredited and has been recently independently evaluated. The evaluation of 1984 users showed that:

- 98% of service users found the service very helpful or helpful.
- 98% felt that staff were very helpful or helpful.
- 100% felt that they had received the help that they wanted at the drop in session,
- 100% of people said they would use the service again
- 100% would recommend the service to a friend.

HOW YOUR PROJECT WILL MEET THE TRUST'S PROGRAMME OUTCOME

It fully meets the Trust's Programme outcomes as older Londoners will have increased awareness of benefits, finance, housing and other rights. They will also have more active and healthier lives and more choice and control through quality advice and support.

HOW YOUR PROJECT MEETS THE TRUST'S PRINCIPLES OF GOOD PRACTICE

It fully meets the principles of good practice as:

- Service Users will be fully consulted in advocacy sessions as their needs and aspirations, and will direct the support they receive. We also have an Older Peoples' Champions Network of older people that monitors our work.
- We have a strong Equal Opportunities Policy and practice including monitoring systems.
- We value and support volunteers and offer them full training, recognition and help.
- We actively reduce our carbon footprint and have a strategy to do this

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?

ISO 9001

Advice Quality Standard

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.

450 people aged over 75 years old in Brent referred into the service

450 people aged over 75 years old in Brent who receive home advocacy

450 people aged over 75 years old in Brent who benefit from reduce poverty as they gain and additional £270,000

21 Volunteers recruited and trained

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.

450 isolated people aged over 75 years old in Brent will experience reduced poverty

450 isolated people aged over 75 years old in Brent will have improved mental health and wellbeing due to being less isolated.

450 isolated people aged over 75 years old in Brent will have improved confidence and independence.

450 isolated people aged over 75 years old in Brent will have improved access to services through advice and advocacy support.

450 isolated people aged over 75 years old in Brent will have increased awareness of benefits, finance, housing and other rights.

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 will review whether the activity is still required and if so, will approach the local authority and other funders to support it.

Who will benefit?

About your beneficiaries

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

150

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

Brent (100%)

What age group(s) will benefit?

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?

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 |
|----------------------------------|--------|--------|--------|--------|
| Staff cost | 27,209 | 27,563 | 27,976 | 82,748 |
| Staff recruitment | 300 | 0 | 0 | 300 |
| Volunteer and staff travel | 2,250 | 2,250 | 2,250 | 6,750 |
| Volunteer and staff training | 800 | 800 | 800 | 2,400 |
| Audit and accountancy | 350 | 350 | 350 | 1,050 |
| Premises, office costs and admin | 2,800 | 2,860 | 2,920 | 8,580 |
| Insurance | 150 | 150 | 150 | 450 |
| | 0 | 0 | 0 | 0 |
| | 0 | 0 | 0 | 0 |

| | | | | |
|---------------|---------------|---------------|---------------|----------------|
| TOTAL: | 33,859 | 33,973 | 34,446 | 102,278 |
|---------------|---------------|---------------|---------------|----------------|

What income has already been raised?

| Source | Year 1 | Year 2 | Year 3 | Total |
|--------|--------|--------|--------|-------|
| | 0 | 0 | 0 | 0 |
| | 0 | 0 | 0 | 0 |
| | 0 | 0 | 0 | 0 |
| | 0 | 0 | 0 | 0 |

| | | | | |
|---------------|----------|----------|----------|----------|
| TOTAL: | 0 | 0 | 0 | 0 |
|---------------|----------|----------|----------|----------|

What other funders are currently considering the proposal?

| Source | Year 1 | Year 2 | Year 3 | Total |
|--------|--------|--------|--------|-------|
| | 0 | 0 | 0 | 0 |

| | | | | |
|---------------|----------|----------|----------|----------|
| TOTAL: | 0 | 0 | 0 | 0 |
|---------------|----------|----------|----------|----------|

How much is requested from the Trust?

| Expenditure heading | Year 1 | Year 2 | Year 3 | Total |
|-----------------------------------|--------|--------|--------|--------|
| Staff cost | 27,209 | 27,563 | 27,976 | 82,748 |
| Staff recruitment | 300 | 0 | 0 | 300 |
| Volunteer and staff travel | 2,250 | 2,250 | 2,250 | 6,750 |
| Volunteer and staff training | 800 | 800 | 800 | 2,400 |
| Audit and accountancy | 350 | 350 | 350 | 1,050 |
| Premises, office costs, and admin | 2,800 | 2,860 | 2,920 | 8,580 |
| Insurance | 150 | 150 | 150 | 450 |
| | 0 | 0 | 0 | 0 |
| | 0 | 0 | 0 | 0 |

| | | | | |
|---------------|---------------|---------------|---------------|----------------|
| TOTAL: | 33,859 | 33,973 | 34,446 | 102,278 |
|---------------|---------------|---------------|---------------|----------------|

Finance details

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

| | | |
|-----------------------|------------------------|----------------------|
| Financial year ended: | Month: March | Year: 2015 |
|-----------------------|------------------------|----------------------|

| Income received from: | £ |
|-----------------------------------|----------------|
| Voluntary income | 5,493 |
| Activities for generating funds | 51,841 |
| Investment income | 551 |
| Income from charitable activities | 393,663 |
| Other sources | 0 |
| Total Income: | 451,547 |

| Expenditure: | £ |
|---|----------------|
| Charitable activities | 405,821 |
| Governance costs | 3,242 |
| Cost of generating funds | 33,655 |
| Other | 0 |
| Total Expenditure: | 442,718 |
| Net (deficit)/surplus: | 8,830 |
| Other Recognised Gains/(Losses): | 0 |
| Net Movement in Funds: | 8,830 |

| Asset position at year end | £ |
|----------------------------|---------------|
| Fixed assets | 18,792 |
| Investments | 0 |
| Net current assets | 79,194 |
| Long-term liabilities | 22,720 |
| *Total Assets (A): | 75,267 |

| Reserves at year end | £ |
|-----------------------------|---------------|
| Restricted funds | 0 |
| Endowment Funds | 0 |
| Unrestricted funds | 75,267 |
| *Total Reserves (B): | 75,267 |

*** 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? 51-60% |
|--|

Organisational changes

| |
|--|
| Describe any significant changes to your structure, financial position or core activities since the date of your most recent accounts: None |
|--|

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 | 90,474 | 124,587 | 205,887 |
| 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 | | 2012 £ | 2013 £ | 2014 £ |
|---------------------|--------|-----------|-----------|-----------|
| Age UK | 47,682 | 15,683 | | 51,112 |
| Henry Smith Charity | 0 | 23,250 | | 23,250 |
| Mercers Company | 18,910 | 10,000 | | 0 |
| Healthwatch | 0 | 27,457 | | 14,462 |
| Harness Care | 0 | 0 | | 48,655 |

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: **Daksha Chauhan-Keyes**

Role within **Chief Officer**
Organisation:

The City Bridge Trust
Investing In Londoners:
Application for a grant



About your organisation

| | |
|---|--|
| Name of your organisation: Attend | |
| If your organisation is part of a larger organisation, what is its name? | |
| In which London Borough is your organisation based? Westminster | |
| Contact person: Mr Stephen Moreton | Position: Head of Education and Development |
| Website: http://www.attend.org.uk | |
| Legal status of organisation: Registered Charity | Charity, Charitable Incorporated Company or company number: 1113067 |
| When was your organisation established? 26/03/1949 | |

Grant Request

| |
|---|
| Under which of City Bridge Trust's programmes are you applying? Older Londoners |
| Which of the programme outcome(s) does your application aim to achieve? People living with Alzheimer's and other forms of dementia having a better quality of life |
| Please describe the purpose of your funding request in one sentence. To provide local communities with the skills and opportunities to support care home residents living with dementia to enjoy meaningful activities. |
| When will the funding be required? 10/03/2016 |
| How much funding are you requesting? Year 1: £39,000 Year 2: £40,000 Year 3: £41,000 Total: £120,000 |

Aims of your organisation:

Attend is a national charity at the heart of building healthy communities.

Attend's key aim is to enable the power of people volunteering their time and talents to make a positive impact in health and social care. To facilitate this Attend aims to support and expand the vital roles that volunteers play in our communities, ensuring that individuals can contribute to the wellbeing of those around them.

Attend began in 1949, creating a role for volunteers to support the newly established National Health Service. Over the last 65 years we have expanded out from the hospitals, supporting volunteers wherever they are working in our communities, keeping us healthy. We aim to find ways for people to volunteer to support strong health and social care where they live.

Main activities of your organisation:

Attend has three main objectives:

1. Delivering volunteering projects that encourage innovation and set a standard for modern volunteering. We take the risks so that others are able to follow. For example, Attend runs an inclusive volunteering programme for stroke survivors who regaining confidence, learn new skills and potentially find a route to future employment.
2. Supporting those already volunteering through a membership scheme for local volunteering organisations across the UK. The majority of Attend's 600+ member groups are volunteer led and run, and membership of Attend provides the networks, resources and expertise that they need to grow and increase their impact in a rapidly changing environment.
3. Spreading the word about how to encourage and support volunteering, and sharing our discoveries through an extensive range of training programmes, conferences and events. For example, Attend Academy has delivered accredited volunteer management qualifications since 2004 to over 1500 managers of volunteers in health and social care.

Number of staff

| Full-time: | Part-time: | Management committee members: | Active volunteers: |
|------------|------------|-------------------------------|--------------------|
| 8 | 4 | 10 | 240 |

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 | On-going lease - no deadline |

Summary of grant request

The grant request:

To create 12 self-sustaining Friends of Dementia Units of care homes in London, each with 30 active volunteers. This will include specialist training for volunteers engaging with residents living with dementia.

The need and how it was assessed:

Attend's work, linking communities with care homes, has shown particular benefits for frail elderly residents, however the level of engagement with residents with dementia is much lower, with the contribution to wellbeing negligible. This is in spite of the fact that 45% of care homes residents are living with some form of dementia.

Attend's research in 2014-15 with 15 care homes indicates:

- Activity Co-ordinators have limited capacity to provide meaningful activities for residents living with dementia, or engage with the wider community to help with this. They focus on activities for the frail elderly where they feel their efforts will be most worthwhile.
- The demands on staff to meet residents' care and safety needs, inhibits the preparation of activities for volunteers to engage residents living with dementia.
- Volunteers are less confident interacting with residents living with dementia.
- Where meaningful activities are provided, residents living with dementia are less agitated and more settled, and relatives and friends are more likely to visit.

Commissioners in London welcome the proposal as a "critical piece of work in learning how we can better support people living with dementia who are living in care homes and improve their connections with their local communities".

Delivery:

- Setting up Friends Groups supporting residents living with dementia in care homes.
- Designing training/support programme for volunteers
- Undertaking targeted volunteer recruitment
- Delivering training for volunteers
- Volunteers commencing activities in care homes - agreed by care home staff/management

Project aims:

The project aims to enhance the wellbeing of isolated care home residents living with dementia by developing the confidence and capacity of the local community to engage with them. It aims to create a bank of knowledge around how to create meaningful activity for older care home residents living with dementia, and how to encourage the local community to deliver these activities.

Attend as the right organisation:

Attend have supported Friends Groups of Care Homes since 1968, and are currently delivering an on-going project setting up Friends of Care Homes across 6 London Boroughs. Attend has also developed a tailored evaluation framework establishing the impact of volunteering in care homes, designed by a steering groups of specialist professionals, academics and care home practitioners.

Matching the Trust's programme outcome:

The anticipated outcomes of the project closely meets this outcome, with a specific focus within residential care homes. The delivery model will develop local communities' capacity to engage with people living with dementia, with wide ranging positive consequences outside the care home setting.

Meeting the Trust's 'principles of good practice':

- Residents living with dementia will be on the Friends Group Committee. Involving care home residents to shape the activities of a Friends Group is standard practice for Attend's Friends of Care Homes.

- To promote diversity, the Friends Group will create Multi-Faith Chaplaincy Teams, providing spiritual care - defined as, 'what gives us meaning and purpose in life and what helps us to understand our place in the world'. Additionally, volunteer recruitment strategies will ensure the diverse cultural needs of those living with dementia are met.

- The project is about focused training and support for volunteers.
- Attend will promote its environmental policy to the new Friends Groups, advising on implementation within a care home setting.

Also, Attend has a vulnerable adults policy, which will be integrated into the project design.

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?

Investors in People

ISO9001 - (Working towards)

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.

Setting up Friends Groups to support residents living with dementia in care homes.

These Friends Groups will be the vehicle to engaging communities, providing a hub for local people to develop meaningful links with the care home.

Also, for sustainability, the Friends Groups will be set up as independent charities.

Designing training and support programme for volunteers.

This will develop volunteers' skills and confidence in supporting care home residents living with dementia.

The training will have specialist input in both its design and delivery and be designed so volunteers have the opportunity to share their on-going experiences.

Undertake a targeted volunteer recruitment campaign.

Activities will include:

- Targeting individuals (On-line, volunteer centres, personal connections, relatives, any volunteers already linked to the homes)**
- Targeting organisations (Faith-based groups, colleges/schools, local community organisations, existing Attend member groups)**
- Other methods ('seeing is believing' events, social media profile etc.)**

Deliver the training and support programme for volunteers

To include face-to-face sessions, delivered in the care homes, supported by some on-line webinars, which have a range of interactive facilities.

Volunteers commencing activities in care homes

A toolkit of activities, which are tailored to the specific needs of care home residents living with dementia will be created in partnership with care home staff and relatives.

Volunteers will then be matched with residents and deliver the agreed activities.

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.

Enhanced wellbeing, dignity and respect for care home residents living with dementia, helping them to age successfully.

This is the key outcome for this project and will create a culture of integrated and holistic care, owned by everyone.

The development of strategies with supporting ideas for volunteers to engage successfully with residents living with dementia.

This is a key change. Our project will produce a practical framework so volunteers can engage with people living with dementia in meaningful ways, creating positive experiences for volunteers and residents alike.

Volunteers in care homes will feel confident and be skilled in supporting residents living with dementia.

This change will optimise the potential that the community have to offer, developing its capacity to support residents living with dementia.

Relatives of residents living with dementia will feel supported in their own journey. The changes the project will bring about is anticipated to increase the level of involvement that relatives have in supporting their loved ones living with dementia.

The wider community will develop its capacity to engage with older people living with dementia on a practical level, creating a body of knowledge, expertise and learning about how to develop a positive climate for community engagement with care home residents and in particular those residents living with dementia.

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?

The project plan ensures each Friends of Dementia Unit creates a fundraising strategy from its inception. They will have charitable status (already agreed in principle by the Charities Commission), and will be self-funding after the first 12 months.

NB In 2014, the average income for Attend's member groups was £88,000.

Who will benefit?

About your beneficiaries

| |
|--|
| How many people will benefit directly from the grant per year? 180 |
| In which Greater London borough(s) or areas of London will your beneficiaries live? Croydon (25%) Hounslow (25%) Southwark (25%) Tower Hamlets (25%) |
| 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? 91-100% |

Funding required for the project

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

| Expenditure heading | Year 1 | Year 2 | Year 3 | Total |
|--|---------------|---------------|---------------|----------------|
| Staff costs | 22,000 | 22,564 | 23,128 | 67,692 |
| Travel costs (staff) | 3,500 | 3,590 | 3,679 | 10,769 |
| Volunteer dementia activities training | 3,600 | 3,692 | 3,785 | 11,077 |
| Steering group costs | 500 | 513 | 526 | 1,539 |
| Office equipment (laptop and mobile phone) | 800 | 0 | 0 | 800 |
| Volunteers's Costs (travel/subsistance) | 3,000 | 3,897 | 3,994 | 10,891 |
| Phone, printing, postage, photocopying | 1,200 | 1,231 | 1,262 | 3,693 |
| Dementia activity resources | 2,000 | 2,051 | 2,103 | 6,154 |
| Project evaluation | 2,400 | 2,462 | 2,523 | 7,385 |
| TOTAL: | 39,000 | 40,000 | 41,000 | 120,000 |

What income has already been raised?

| Source | Year 1 | Year 2 | Year 3 | Total |
|---------------|----------|----------|----------|----------|
| N/A | 0 | 0 | 0 | 0 |
| | 0 | 0 | 0 | 0 |
| TOTAL: | 0 | 0 | 0 | 0 |

What other funders are currently considering the proposal?

| Source | Year 1 | Year 2 | Year 3 | Total |
|---------------|----------|----------|----------|----------|
| N/A | 0 | 0 | 0 | 0 |
| | 0 | 0 | 0 | 0 |
| | 0 | 0 | 0 | 0 |
| | 0 | 0 | 0 | 0 |
| TOTAL: | 0 | 0 | 0 | 0 |

How much is requested from the Trust?

| Expenditure heading | Year 1 | Year 2 | Year 3 | Total |
|--|---------------|---------------|---------------|----------------|
| Staff costs | 22,000 | 22,564 | 23,128 | 67,692 |
| Travel costs (staff) | 3,500 | 3,590 | 3,679 | 10,769 |
| Volunteer dementia activities training | 3,600 | 3,692 | 3,785 | 11,077 |
| Steering group costs | 500 | 513 | 526 | 1,539 |
| Office equipment (laptop and mobile phone) | 800 | 0 | 0 | 800 |
| Volunteers's Costs (travel/subsistance) | 3,000 | 3,897 | 3,994 | 10,891 |
| Phone, printing, postage, photocopying | 1,200 | 1,231 | 1,262 | 3,693 |
| Dementia activity resources | 2,000 | 2,051 | 2,103 | 6,154 |
| Project evaluation | 2,400 | 2,462 | 2,523 | 7,385 |
| TOTAL: | 39,000 | 40,000 | 41,000 | 120,000 |

Finance details

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

| | | |
|-----------------------|--------------|------------|
| Financial year ended: | Month: March | Year: 2015 |
|-----------------------|--------------|------------|

| Income received from: | £ |
|-----------------------------------|----------------|
| Voluntary income | 76,590 |
| Activities for generating funds | 100,430 |
| Investment income | 11,830 |
| Income from charitable activities | 751,951 |
| Other sources | 0 |
| Total Income: | 940,801 |

| Expenditure: | £ |
|---|------------------|
| Charitable activities | 973,764 |
| Governance costs | 60,265 |
| Cost of generating funds | 22,803 |
| Other | 0 |
| Total Expenditure: | 1,056,832 |
| Net (deficit)/surplus: | (116,031) |
| Other Recognised Gains/(Losses): | 0 |
| Net Movement in Funds: | (116,031) |

| Asset position at year end | £ |
|----------------------------|------------------|
| Fixed assets | 27,568 |
| Investments | 0 |
| Net current assets | (162,828) |
| Long-term liabilities | |
| *Total Assets (A): | (135,260) |

| Reserves at year end | £ |
|-----------------------------|------------------|
| Endowment funds | 0 |
| Restricted funds | 0 |
| Unrestricted funds | (135,260) |
| *Total Reserves (B): | (135,260) |

*** 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?
11-20%

Organisational changes

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

After two difficult financial years, our management accounts/recent financial forecast show we will finish this financial year with a small surplus of £40k to begin to fill our reserves. Newly secured income includes BLF grants of £380k over 3 years and £360k over 4 years, And two new contracts with care homes providers totaling nearly £200k this year. New funders include the Sainsbury Family Trust.

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 | 0 | 0 | 0 |
| London Councils | 833 | 0 | 40,000 |
| Health Authorities | 0 | 25,499 | 16,667 |
| Central Government departments | 0 | 0 | 0 |
| Other statutory bodies | 659,132 | 462,600 | 168,104 |

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 £ |
|---|--------|-----------|-----------|-----------|
| Clothworkers Foundation | 0 | 20,000 | 0 | |
| Big Lottery Fund | 23,885 | 100,745 | 95,043 | |
| Rayne Foundation | 0 | 20,000 | 0 | |
| Awards for All | 0 | 0 | 9,363 | |
| Merchant Taylors Company Charities for the Infirm | 0 | 0 | 8,600 | |

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: **Stephen Moreton**

Role within Organisation: **Head of Education and Development**

The City Bridge Trust
Investing In Londoners:
Application for a grant



About your organisation

| | |
|--|---|
| Name of your organisation: Centre 404 | |
| If your organisation is part of a larger organisation, what is its name? | |
| In which London Borough is your organisation based? Islington | |
| Contact person: Ms. Linda McGowan | Position: Chief Executive |
| Website: http://www.centre404.org.uk | |
| Legal status of organisation: Registered Charity | Charity, Charitable Incorporated Company or company number: 299889 |
| When was your organisation established? 01/01/1951 | |

Grant Request

| |
|---|
| Under which of City Bridge Trust's programmes are you applying? Older Londoners |
| Which of the programme outcome(s) does your application aim to achieve? Carers aged 65 years and over better able to access support, advice and respite Older Londoners aged 75 years and over living more active and healthier lives |
| Please describe the purpose of your funding request in one sentence. To provide information, advice, benefits checks and claims, support and respite to carers over the age of 65 and specialist support for those over 75 |
| When will the funding be required? 07/04/2016 |
| How much funding are you requesting? Year 1: £38,715 Year 2: £39,914 Year 3: £41,147 Total: £119,777 |

Aims of your organisation:

Centre 404 was established in 1951 by a small group of parents of children with learning disabilities who felt unsupported and stigmatized. Through their energy and vision we have developed into a support centre for adults and children with learning disabilities and their family carers primarily in the London Boroughs of Islington and Camden and we are looking to expand across North and East London.

Our aim is to work towards a world where people with learning disabilities and their families have the support that they need and enjoy the same rights, freedoms, responsibilities, respect, choices and quality of life as people from within the wider community.

Main activities of your organisation:

Our SUPPORTING FAMILIES SERVICE provides information, advice and support for family carers, social activities for the whole family, support groups, practical workshops, forums and carer engagement- giving carers a voice in influencing decision makers.

Our LEARNING AND LEISURE SERVICE provides daily clubs, activities and interest groups for children, young people and adults with disabilities, including those with multiple and complex needs. They also provide holiday play schemes and a weekly Friday night disco for adults over the age of 16.

Our HOUSING SERVICE is contracted by Islington Council to provide supported housing for 82 people, supported living services for 35 people and outreach support for 47 people living in the community. This is very staff intensive and accounts for over three quarters of our annual income and expenditure.

VOLUNTEERING plays a key role at Centre 404 and we provide valuable opportunities for family carers and adults with learning disabilities to gain new skills and experience through volunteering.

Number of staff

| Full-time: | Part-time: | Management committee members: | Active volunteers: |
|------------|------------|-------------------------------|--------------------|
| 84 | 112 | 10 | 82 |

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? |
|--|--|
| Owned | |

Summary of grant request

THE NEED:

[Evidence - The Princess Royal Trust for Carers "Always on Call, Always Concerned", 2011 and Centre 404 Carers Consultations, 2014-15]

- As carers and the person they care for grow older, they often become more isolated and 65% suffer from ill health, depression and poor well being
- Older carers are often desperately worried about what will happen when they die or cannot maintain their caring role.
- Carers have many difficulties in understanding and influencing the procedures for negotiating care packages and budgets on behalf of the person they care for and themselves.
- Older carers want to be involved in decisions about the future of the person they care for and to have support in addressing joint problems of isolation, poverty, co-dependency and poor health.

HOW WORK WILL BE DELIVERED

Outreach and Support:

- annual outreach programmes to identify previously "hidden" carers, with a focus on those from black and minority ethnic (BME) groups
- home visiting programme and telephone support service for older carers with particular focus on those over 75 years
- older carers monthly information and activity group
- information, advice, advice, support and welfare benefits checks and claims.

Personal Care Plans

- bi-annual workshop training on personal plans and personal budgets
- one-to-one support in challenging decisions
- one-to-one personal plan and budget support for vulnerable older carers and carers over the age of 75 years

Planning for the Future

- "Planning for the Future" workshops with special support programme for carers over 75 years

Health and Well-being

- feel good and relaxation events
- programme of social events and trips out

Consultation and Evaluation

- regular consultations with service users and volunteers
- full evaluation of project in year three

WHAT OUR PROJECT WILL AIM TO ACHIEVE

To provide information, advice and support to older carers, maximise their financial income and reduce social isolation to improve quality of life and well-being.

WHY WE ARE THE RIGHT ORGANISATION TO DELIVER THE WORK

We have over sixty years' experience of supporting family carers through the provision of:

- advice and information on welfare benefits, health, welfare and social care
- social activities for the whole family
- support groups: getting family carers involved
- practical workshops for family carers
- forum and focus groups allowing family carers to have a voice and influence decision makers

We have run a successful older carers support project for the last eight years.

HOW THE PROJECT MEETS THE TRUST'S PROGRAMME'S OUTCOMES

Our project will assist carers over the age of 65 to get better access to the support, respite and advice they need and will also increase their awareness of their rights and how to achieve them. Our project will specifically help carers over the age of 75 improve their health and well-being and plan for the future so that they can feel confident that the person they care for will be alright if they become ill or die.

HOW WE WILL MEET THE TRUST'S PRINCIPLES OF GOOD PRACTICE

- We will continue to involve older carers in the management and running of our service through regular meetings, focus groups and representation on our Family Support Group and Board of Trustees
- We will run specific outreach and publicity campaigns to BME groups, who are statistically less well supported than other carers [Carers Trust 2015]
- We will continue to encourage carers of all ages to take up volunteering opportunities at our centre
- We will look for additional ways of reducing our carbon footprint as we move into stage three of our building programme

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?

AQS [Advice Quality Standard], Investing in Volunteers, UKIED [Investor in Equality and Diversity] 2013. We are currently working towards PQASSO Level 2.

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.

Outreach programmes to identify previously "hidden" older carers [on-going annually] and development of an older carers information and activity group

Regular information, advice and support and benefits checks and claims for older carers [year one and on-going]

"Planning for the Future" workshops (ie Wills and Trusts, Mental Capacity Act, End of Life Planning), training on negotiating personal plans and budgets, help for older carers with planning for their own future and that of the person they care for

Development of volunteer telephone support and home visiting service for all our carers who are over the age of 75 and those over 65 who are isolated and/or vulnerable. [Year one: planning, recruiting, inducting and training volunteers, years two and three development of the project]

Regular trips out and social events at our centre which will benefit older carers and the person they care for [year one and on-going]

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.

Carers over 65 are more aware of their rights and entitlements and less worried about family finances as a result of successful benefit claims

Carers over 65 receive the support they need to negotiate personal plans and budgets which reflect the needs and interests of the person they care for

Carers over 75 feel less isolated and better supported

Carers over 75 feel more confident about their own future and that of the person they care for

Carers over 75 improve and then maintain their health and well being

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 will produce a new project development plan at the beginning of year three based on an evaluation carried out at the end of year two and consultations with our users. Our Chief Executive and Supporting Families Manager will then work with our Research and Development Co-ordinator and sessional fundraiser to identify potential funders and submit applications.

Who will benefit?

About your beneficiaries

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

150

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

Islington (90%)

Camden (5%)

Hackney (3%)

Haringey (2%)

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?

Mixed/ Multiple ethnic groups (including White and Black Caribbean; White and Black African; White and Asian; Any other Mixed/ Multiple ethnic background)

If Other ethnic group, please give details:

What proportion of the beneficiaries will be disabled people?

51-60%

Funding required for the project

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

| Expenditure heading | Year 1 | Year 2 | Year 3 | Total |
|--|--------|--------|--------|--------|
| Carers Support Worker 35 hrs at NJC? with NI + pension | 28,995 | 29,898 | 30,829 | 89,722 |
| Staff and Projecty Support and Supervision | 3,280 | 3,379 | 3,480 | 10,139 |
| Staff Travel | 100 | 103 | 106 | 309 |
| Staff Training | 400 | 412 | 424 | 1,236 |
| Volunteer travel and expenses | 250 | 258 | 265 | 773 |
| Activity costs | 900 | 927 | 955 | 2,782 |
| Printing and stationery | 900 | 927 | 955 | 2,782 |
| Publications and subscriptions | 370 | 381 | 393 | 1,144 |
| Contribution to central support [premises, admin, audit costs] | 3,288 | 3,355 | 3,425 | 9,978 |

| | | | | |
|---------------|---------------|---------------|---------------|----------------|
| TOTAL: | 38,715 | 39,914 | 41,147 | 119,777 |
|---------------|---------------|---------------|---------------|----------------|

What income has already been raised?

| Source | Year 1 | Year 2 | Year 3 | Total |
|--------|--------|--------|--------|-------|
| 0 | 0 | 0 | 0 | |

| | | | | |
|---------------|----------|----------|----------|----------|
| TOTAL: | 0 | 0 | 0 | 0 |
|---------------|----------|----------|----------|----------|

What other funders are currently considering the proposal?

| Source | Year 1 | Year 2 | Year 3 | Total |
|--------|--------|--------|--------|-------|
| 0 | 0 | 0 | 0 | |

| | | | | |
|---------------|----------|----------|----------|----------|
| TOTAL: | 0 | 0 | 0 | 0 |
|---------------|----------|----------|----------|----------|

How much is requested from the Trust?

| Expenditure heading | Year 1 | Year 2 | Year 3 | Total |
|---|--------|--------|--------|--------|
| Carers Support Worker 35 hrs with NI + pension | 28,995 | 29,898 | 30,829 | 89,722 |
| Staff and Projecty Support and Supervision | 3,280 | 3,379 | 3,480 | 10,139 |
| Staff travel | 100 | 103 | 106 | 309 |
| Staff training | 400 | 412 | 424 | 1,236 |
| Volunteer travel and Expenses | 250 | 258 | 265 | 773 |
| Activity Costs | 900 | 927 | 955 | 2,782 |
| Printing and stationery | 900 | 927 | 955 | 2,782 |
| Publications and Subscriptions | 370 | 381 | 393 | 1,144 |
| Contribution to central support [premises, admin, finance etc] | 3,520 | 3,629 | 3,741 | 10,889 |

| | | | | |
|---------------|---------------|---------------|---------------|----------------|
| TOTAL: | 38,715 | 39,914 | 41,147 | 119,777 |
|---------------|---------------|---------------|---------------|----------------|

Finance details

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

| | | |
|-----------------------|------------------------|----------------------|
| Financial year ended: | Month: March | Year: 2015 |
|-----------------------|------------------------|----------------------|

| Income received from: | £ |
|-----------------------------------|------------------|
| Voluntary income | 3,489 |
| Activities for generating funds | 16,007 |
| Investment income | 2,181 |
| Income from charitable activities | 3,947,123 |
| Other sources | 199,220 |
| Total Income: | 4,168,020 |

| Expenditure: | £ |
|---|------------------|
| Charitable activities | 3,720,800 |
| Governance costs | 16,312 |
| Cost of generating funds | 900 |
| Other | 0 |
| Total Expenditure: | 3,738,012 |
| Net (deficit)/surplus: | 430,008 |
| Other Recognised Gains/(Losses): | 0 |
| Net Movement in Funds: | 430,008 |

| Asset position at year end | £ |
|----------------------------|------------------|
| Fixed assets | 1,039,797 |
| Investments | 0 |
| Net current assets | 1,056,828 |
| Long-term liabilities | (176,911) |
| *Total Assets (A): | 1,919,714 |

| Reserves at year end | £ |
|-----------------------------|------------------|
| Restricted funds | 34,462 |
| Endowment Funds | 0 |
| Unrestricted funds | 1,885,252 |
| *Total Reserves (B): | 1,919,714 |

*** 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?
81-90%

Organisational changes

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

None

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 | 2,588,206 | 2,695,438 | 2,918,903 |
| 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 | | 2012 £ | 2013 £ | 2014 £ |
|----------------------------------|--------|-----------|-----------|-----------|
| Big Lottery Reaching Communities | 56,525 | 41,507 | 93,303 | |
| Beatrice Laing Trust | 20,000 | 0 | 0 | |
| Sobell Foundation | 5,000 | 5,000 | 5,000 | |
| BBC Children in Need | 14,610 | 18,197 | 11,354 | |
| Richard Cloudesley Trust | 0 | 0 | 200,000 | |

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: **Linda McGowan**

Role within **Chief Executive**
Organisation:

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The City Bridge Trust

Investing In Londoners: Application for a grant

About your organisation

| | |
|---|--|
| Name of your organisation: Redbridge Carers Support Service | |
| If your organisation is part of a larger organisation, what is its name? No | |
| In which London Borough is your organisation based? Redbridge | |
| Contact person: Miss Catherine O'Keeffe | Position: Older Carers Services Manager |
| Website: http://www.rcss.org.uk | |
| Legal status of organisation: Registered Charity | Charity, Charitable Incorporated Company or company number: 1057505 |
| When was your organisation established? 17/08/1994 | |

Grant Request

| |
|---|
| Under which of City Bridge Trust's programmes are you applying? Older Londoners |
| Which of the programme outcome(s) does your application aim to achieve? 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 |
| Please describe the purpose of your funding request in one sentence. Enabling elderly, vulnerable carers to participate in community based activities to improve their physical health and mental wellbeing and reduce acute isolation. |
| When will the funding be required? 01/02/2016 |
| How much funding are you requesting? Year 1: £44,723 Year 2: £45,035 Year 3: £46,386 Total: £136,144 |

Aims of your organisation:

Redbridge Carers Support Service, (RCSS), aims to make a positive difference to the lives of unpaid carers in the diverse communities of Redbridge by providing them with a range of services, support and recognition. By unpaid carers we mean people who give help and support to a relative, a child, a spouse, a partner or a friend or neighbour, who due to illness, frailty or disability cannot manage in the community without help. RCSS is an independent carer led organisation working with carers for carers. There are currently 3,500 carers aged from 17 -- 96 registered with RCSS around 450 of whom are over the age of 75 and providing substantial care for someone whilst battling with their own illness and frailty. We aim to build a trusting relationship with carers, listening to their needs and developing services to support them in their caring role and also to enable them to have a life and an identity outside of caring.

Main activities of your organisation:

RCSS operate from a range of accessible community venues across the borough, offering holistic services and support. Our services include: advice and information; advice surgeries and support groups; confidential counselling; complementary therapies; home visits; older carers support; young adult carers support; support for carers from newly arrived/refugee migrant communities; volunteer befriending and health and wellbeing activities. Outreach is a key priority to reach new carers and build beneficial partnerships across all sectors. Staff work with carers to develop a Person Centred Plan specifying how their support needs will be met. RCSS work strategically across the statutory and voluntary sectors locally and as a network partner of Carers Trust, at a National level, to give carers a voice encouraging them to speak up about the barriers they face and to help inform policy making and shape services. As a carer led organisation, we use feedback to identify need and develop services. RCSS intensively fundraise to diversify income and support service development.

Number of staff

| Full-time: | Part-time: | Management committee members: | Active volunteers: |
|------------|------------|-------------------------------|--------------------|
| 3 | 8 | 8 | 100 |

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 | 4 years |

Summary of grant request

The grant will fund a new project: Active Older Carers, aiming to provide dedicated home and community based support services, advice and holistic wellbeing activities to 450 carers aged 75 years+ in Redbridge over a 3 year period. These carers are at risk of isolation as well as suffering from mental and physical ill health. The project will deliver support to beneficiaries living throughout Redbridge, potentially serving a catchment area of around 2,000 older carers. (The ONS statistics reveal around 10% of the 28,000 residents in Redbridge are carers with around 7% over 75).

The project will provide a range of activities and holistic wellbeing services, including exercise classes, complementary therapies, counselling, learning and self development courses, workshops and befriending in carers homes or at accessible venues nearby, ensuring that vulnerable and isolated carers can engage with their communities and take active steps to improve their quality of life. The project seeks to equip isolated, unwell and disadvantaged carers with the skills and confidence needed to better manage their physical, emotional and mental health and wellbeing. Beneficiaries will become less isolated and have more social opportunities through contact with other carers, staff and volunteers and via referrals to outside agencies for key support services. Carers will explore their interests, learn new skills and widen their social circles, thereby lessening the risk of acute social exclusion. Activities will focus on increasing their awareness of physical and mental health and helping them to make positive changes to their lifestyles to improve their overall wellbeing. Beneficiaries will also be encouraged to access our core community support services to ensure that they are aware of their rights and entitlements, thereby adding value to the project. By offering these services to carers in their own homes and communities we will help them to achieve a greater quality of life and the ability to exercise more choice.

We know from our experience of working with older carers that they benefit greatly from accessing a range of holistic services alongside practical support to participate. As the only organisation in Redbridge solely dedicated to the support and empowerment of carers and with a strong record of successfully delivering projects to address unmet need we are uniquely placed to enable carers to achieve significant and positive outcomes. We build a trusting relationship with carers to understand their individual circumstances and crucially, develop our services in response to their feedback. Robust monitoring and evaluation is embedded into this project, (as explained in the detailed proposal attached) including an older carers focus group to evaluate the activities, shape development and ensure user involvement is central to the project. The grant includes a Community Wellbeing Worker post responsible for coordinating the project and ensuring that targets are met.

Activities will be delivered by experienced counsellors, therapists and instructors and the befriending services by our pool of 100 trained and police checked volunteers. In addition to befriending, volunteers will offer practical help to vulnerable carers accompanying them to activities and social gatherings. Our volunteers represent the diversity of Redbridge with around 50% speaking more than one language and spanning all age ranges, helping us to engage with carers from all walks of life. Our experience shows us that volunteers and carers from all ages and cultural backgrounds enjoy interacting, helping to build social cohesion and stronger communities. We anticipate that this project would deliver the same community benefits adding value by facilitating the development of long term friendships with our bilingual volunteers crossing cultural barriers to engage and include carers from all of the diverse communities within Redbridge.

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?

PQASSO level 1 and a Carers Trust quality mark for two additional standards.

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.

Home & Community based holistic therapies, (incl. complementary therapies, meditation and counselling)

Year 1: Accessed by 70 older carers

Year 2 :Accessed by 85 older carers

Year 3 : Accessed by 100 older carers

Year 3: Holistic therapies accessed by 100 older carers

Year 3

Befriending/peer support for isolated carers:

Year 1: Accessed by 100 carers & 10 new befrienders

Year 2 Accessed by 125 carers & 15 new befrienders, existing befrienders retained

Year 3: Accessed by 150 carers and 20 new befrienders, existing befrienders retained

Health & Wellbeing Activities for Older Carers:

Year 1: Accessed by 150 carers over 40 sessions

Year 2: Accessed by 175 carers over 60 sessions

Year 3: Accessed by 200 carers over 80 sessions

Engaging carers & volunteers via user groups/forums:

Year 1: 15 carers/volunteers engaged in at least 4 meetings

Year 2 20 carers/volunteers engaged in at least 6 meetings

Year 3 30 carers/volunteers engaged in at least 8 meetings

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.

Older carers accessing holistic therapies experience improvements to their physical and emotional wellbeing, reduced stress levels and are less mentally exhausted. Carers receiving counselling report being more emotionally supported and better able to cope.

Older carers accessing befriending and peer support are less isolated, more included and report improved levels of practical support to encourage and enable them to participate.

Volunteer befrienders are well prepared for their role and report feeling valued.

All volunteers engaged in the project are trained and supported in their role

Older carers accessing health and wellbeing activities experience improved fitness and physical and mental wellbeing

Carers and volunteers are engaged in project development and participants report having more choice and control.

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?

The activities are sustainable with an emphasis on learning as well as participation. Carers will learn to improve their health during training and practice exercise and relaxation techniques at home to make positive changes to improve health in the longer term. Carers will establish long term friendships through regular contact and mutual support. Future funding opportunities will also be explored.

Who will benefit?

About your beneficiaries

| |
|--|
| How many people will benefit directly from the grant per year? 150 |
| In which Greater London borough(s) or areas of London will your beneficiaries live? Redbridge (100%) |
| What age group(s) will benefit? 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? 61-70% |

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 | 25,358 | 26,119 | 26,903 | 78,380 |
| Staff Travel | 325 | 335 | 345 | 1,005 |
| Staff Training | 500 | 515 | 530 | 1,545 |
| Running Costs | 2,300 | 2,369 | 2,440 | 7,109 |
| Publicity & Promotion | 450 | 463 | 477 | 1,390 |
| Home & Community Therapies | 3,500 | 3,605 | 3,713 | 10,800 |
| Wellbeing Activities | 5,500 | 5,665 | 5,835 | 17,000 |
| Premises & Management & Admin | 5,790 | 5,964 | 6,143 | 17,897 |
| Recruitment | 1,000 | 0 | 0 | 1,000 |

| | | | | |
|---------------|---------------|---------------|---------------|----------------|
| TOTAL: | 44,723 | 45,035 | 46,386 | 136,144 |
|---------------|---------------|---------------|---------------|----------------|

What income has already been raised?

| Source | Year 1 | Year 2 | Year 3 | Total |
|--------|--------|--------|--------|-------|
| | 0 | 0 | 0 | 0 |

| | | | | |
|---------------|----------|----------|----------|----------|
| TOTAL: | 0 | 0 | 0 | 0 |
|---------------|----------|----------|----------|----------|

What other funders are currently considering the proposal?

| Source | Year 1 | Year 2 | Year 3 | Total |
|--------|--------|--------|--------|-------|
| | 0 | 0 | 0 | 0 |
| | 0 | 0 | 0 | 0 |

| | | | | |
|---------------|----------|----------|----------|----------|
| TOTAL: | 0 | 0 | 0 | 0 |
|---------------|----------|----------|----------|----------|

How much is requested from the Trust?

| Expenditure heading | Year 1 | Year 2 | Year 3 | Total |
|-------------------------------|--------|--------|--------|--------|
| Salaries | 25,358 | 26,119 | 26,903 | 78,380 |
| Staff Travel | 325 | 335 | 345 | 1,005 |
| Staff Training | 500 | 515 | 530 | 1,545 |
| Running Costs | 2,300 | 2,369 | 2,440 | 7,109 |
| Publicity & Promotion | 450 | 463 | 477 | 1,390 |
| Home & Community Therapies | 3,500 | 3,605 | 3,713 | 10,800 |
| Wellbeing Activities | 5,500 | 5,665 | 5,835 | 17,000 |
| Premises & Management & Admin | 5,790 | 5,964 | 6,143 | 17,897 |
| Recruitment | 1,000 | 0 | 0 | 0 |

| | | | | |
|---------------|---------------|---------------|---------------|----------------|
| TOTAL: | 44,723 | 45,035 | 46,386 | 136,144 |
|---------------|---------------|---------------|---------------|----------------|

Finance details

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

| | | |
|-----------------------|------------------------|----------------------|
| Financial year ended: | Month: March | Year: 2015 |
|-----------------------|------------------------|----------------------|

| Income received from: | £ |
|-----------------------------------|----------------|
| Voluntary income | 6,341 |
| Activities for generating funds | 0 |
| Investment income | 3,930 |
| Income from charitable activities | 340,799 |
| Other sources | 40,500 |
| Total Income: | 391,570 |

| Expenditure: | £ |
|---|----------------|
| Charitable activities | 359,954 |
| Governance costs | 34,811 |
| Cost of generating funds | 0 |
| Other | 0 |
| Total Expenditure: | 394,765 |
| Net (deficit)/surplus: | -3,195 |
| Other Recognised Gains/(Losses): | 3,930 |
| Net Movement in Funds: | 3,480 |

| Asset position at year end | £ |
|----------------------------|----------------|
| Fixed assets | 983 |
| Investments | 0 |
| Net current assets | 265,835 |
| Long-term liabilities | 0 |
| *Total Assets (A): | 266,818 |

| Reserves at year end | £ |
|-----------------------------|----------------|
| Restricted funds | 56,970 |
| Endowment Funds | 0 |
| Unrestricted funds | 209,848 |
| *Total Reserves (B): | 266,818 |

* 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?
61-70%

Organisational changes

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

None

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 | 214,732 | 214,732 | 214,732 |
| 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 | 2012 £ | 2013 £ | 2014 £ |
|-------------------------|-----------|-----------|-----------|
| Big Lottery | 55,896 | 94,993 | 83,154 |
| Trust for London | 30,000 | 15,000 | 16,300 |
| Tudor Trust | 26,662 | 38,000 | 35,500 |
| The Henry Smith Charity | 20,000 | 20,000 | 20,000 |
| Mulberry Trust | 13,000 | 13,000 | 13,000 |

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: **Miss Catherine O'Keeffe**

Role within Organisation: **Older Carers Services Manager/Senior Manager**

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The City Bridge Trust
Investing In Londoners:
Application for a grant



About your organisation

| | |
|--|--|
| Name of your organisation: The Parochial Church Council Of The Ecclesiastical Parish Of St. Luke's Osenev Crescent | |
| If your organisation is part of a larger organisation, what is its name? Parish of Diocese of London | |
| In which London Borough is your organisation based? Camden | |
| Contact person: Ms Catherine Talvaz | Position: Older People's Project Manager |
| Website: http://www.slkt.org.uk | |
| Legal status of organisation: Registered Charity | Charity, Charitable Incorporated Company or company number: 1145026 |
| When was your organisation established? 13/12/2011 | |

Grant Request

| |
|---|
| Under which of City Bridge Trust's programmes are you applying? Older Londoners |
| Which of the programme outcome(s) does your application aim to achieve? 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 |
| Please describe the purpose of your funding request in one sentence. To continue St Luke's Older People's Project, combatting isolation in the over-75's in Kentish Town. Building on the success of pilot funded by Camden Council. |
| When will the funding be required? 01/04/2016 |
| How much funding are you requesting? Year 1: £15,850 Year 2: £33,168 Year 3: £37,277 Total: £86,295 |

Aims of your organisation:

The general aims of our organization are to comply with the governing documents of the Church of England, such as co-operation with the vicar in promoting in the parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical; St Luke's specific aim is to fulfil our vision of 'transforming communities, one life at a time', and all our activities are towards this end. Our five values are to be compassionate, creative, authentic, generous and welcoming.

Currently our main priorities are to see that vision happen in the areas of creativity, leadership development, family life and social justice. This means we want to be building communities that see transformation in people's lives in these major areas. For social justice a major part of this is building, sustaining and seeing transformation in, a community of the most vulnerable and isolated in our local community.

Main activities of your organisation:

Our main activities are to provide Christian church services and provide a community space for all local residents regardless of age, faith or origin. We are very involved in the Kentish Town community. Our activities are:

1. Family life: we run a free playgroup each week for around 60 children plus caregivers, host Zumba for Mums, run marriage and parenting courses, and organize older people's lunches, tea parties and outings, with escorted door-to-door transport.
2. Social Justice: We serve some of the most isolated people through the older people's project, regular (free) DIY and gardening, and give offerings abroad for disaster relief and community development.
3. Creativity: hosting music events, Christmas carols for more than 1000 locals each year, and an annual weekend of community service.
4. Leadership development: investing in training up competent leaders of good character to take on these areas.

Number of staff

| Full-time: | Part-time: | Management committee members: | Active volunteers: |
|------------|------------|-------------------------------|--------------------|
| 4 | 3 | 18 | 80 |

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? |
| Rented | 10 years (9 years left) |

Summary of grant request

In Kentish Town, less than 10% of residents are 65+, making it hard for older people to connect. Moreover while older 'kentishtowners' often live in council flats, their families move away due to the borough's high cost of housing, increasing their isolation. Those who live alone or are widowed are most likely to report being lonely (30.8% compared to 12.6%). Reduced mobility, cognitive impairment, and sensory impairment also increase older people's chances of being lonely (ONS, 2013a). In turn, those who report feeling lonely are almost 10 times more likely to report low feelings of worth or experience ill-health (Insights into Loneliness, Older People and Well-being, ONS, October 2015).

St Luke's Older People Project (SLKTOPP) uniquely offers door-to-door escorted transport to free activities (lunches with entertainment/tea-parties/outings). Members are accompanied from their door to the accessible minibus by a volunteer, thus enabling frail and disabled people to go out. Walking is restricted to a minimum. The ratio of volunteers to members is 1 to 4, enough to care for cognitively impaired members.

SLKTOPP's main aim is to reduce isolation of the frailest members of Kentish Town by helping older people form bonds in their age group as well as with younger locals. We create a fun, relaxed and loving atmosphere favourable to developing new friendships. We introduce members to each other, lead them into conversations with one another and encourage them to make contact outside of our activities. We hand out a yearbook containing pictures and interesting facts about members. We refer them to other organisations if they need help (2 referrals to social services in 2015). Our advantage over larger charities is that we get to know our members individually, so are able to include everyone and recreate a tight community spirit. Another advantage is that we are embedded in the local community so can link our activities to other groups such as young people and families with children.

St Luke's has five values - welcoming, authentic, generous, creative and compassionate. SLKTOPP is compassionate towards the most vulnerable members of our community, and generous towards them with time, kindness and acts of service. Practically speaking we are situated in the centre of Kentish Town, in an accessible building large enough for our member base to grow.

78% of our members are over 75. 40% are disabled or cognitively impaired. 100% of our members are single/widowed (2/3 live alone, 1/3 in sheltered housing). Some report that we are the most consistent human contact they have.

SLKTOPP helps members be more active and healthier by enabling them to keep going out even if they have become very frail, providing safe transport - we escort them individually to/from the minibus making sure they don't fall. We serve healthy meals by a local caterer, containing fresh ingredients (meat or fish, rice or potatoes, fresh vegetables and fruit). We improve well-being and happiness by making members more connected to the community. 75% of members report feeling less isolated since coming SLKTOPP.

- Members recommend new members, edit the yearbook, sometimes help make the tea; each year members choose our activities.
- SLKTOPP welcomes all backgrounds/physical ability. 1/3 of the 45 members are disabled + 10% have Alzheimer's disease or dementia. One has learning disabilities. 30% are over 90. Members are from the UK, Ireland, Eritrea, Portugal, Nigeria, Trinidad, Dominica and Guyana. We have Atheist, Muslim, Christian Orthodox, Catholic and Church of England members.
- Biannual volunteer thank you events, thank you emails, pictures of volunteers included in newsletter, training.
- Waste is recycled, energy efficient heating in church (with timer), timer on lights.

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?

Structurally St Luke's is part of the Diocese of London (Church of England).

Our annual report and accounts are sent to the Charity Commission.

The volunteer who helps to run the tea-parties was given an "exceptional volunteer" certificate by Camden Council at the Camden50 celebrations.

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.

Monthly free lunch club and entertainment with escorted transport

2016: 11 lunches, 20-23 regular attendees

2017: 12 lunches, 23-25 regular attendees

2018: 14 lunches, 25-27 regular attendees

Tea-Parties with escorted transport

2016: 6 parties, 30-35 regular attendees

2017: 7 parties, 35-40 regular attendees

2018: 8 parties, 40-45 regular attendees

There are more attendees at tea-parties than at lunches as some of our members attend day-centres during the week.

Monthly free outings with escorted transport

2016: 11 outings, 14 regular attendees

2017: 12 outings, 14 regular attendees

2018: 12 outings, 28 regular attendees

We want to double the number of attendees in 2018 by renting 2 minibuses, as we are forecasting church donations will increase substantially between 2016 and 2018.

Free gardening and DIY projects at members' homes

2016: 15 projects

2017: 17 projects

2018: 20 projects

Written outputs (quarterly newsletters and annual yearbook)

2016: 50 copies

2017: 55 copies

2018: 60 copies

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.

Reduced isolation (members and volunteers)

Increased sense of community (members and volunteers)

Older people are more active socially

Increased self-confidence (members and volunteers)

Reduced depression/increased happiness in older people

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 continue the activities and, by 2019, to fund them with donations by our church community. The current donations' relatively low level is due to the fact that St Luke's is a young church (4 years old). But we are a growing church and are expecting to fund the project ourselves in 3 years' time.

Who will benefit?

About your beneficiaries

| |
|--|
| How many people will benefit directly from the grant per year? 50 |
| In which Greater London borough(s) or areas of London will your beneficiaries live? Camden (90%) Islington (10%) |
| What age group(s) will benefit? 45-64 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? 31-40% |

Funding required for the project

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

| Expenditure heading | Year 1 | Year 2 | Year 3 | Total |
|-----------------------|--------|--------|--------|--------|
| Events and activities | 15,300 | 17,168 | 21,377 | 53,845 |
| Staff costs | 14,200 | 17,200 | 17,200 | 48,600 |
| | 0 | 0 | 0 | 0 |
| | 0 | 0 | 0 | 0 |
| | 0 | 0 | 0 | 0 |
| | 0 | 0 | 0 | 0 |
| | 0 | 0 | 0 | 0 |
| | 0 | 0 | 0 | 0 |
| | 0 | 0 | 0 | 0 |

| | | | | |
|---------------|---------------|---------------|---------------|----------------|
| TOTAL: | 29,500 | 34,368 | 38,577 | 102,445 |
|---------------|---------------|---------------|---------------|----------------|

What income has already been raised?

| Source | Year 1 | Year 2 | Year 3 | Total |
|---|--------|--------|--------|-------|
| (new) membership fee of £10/member | 450 | 500 | 600 | 1,550 |
| Camden Council | 7,500 | 0 | 0 | 7,500 |
| voluntary contribution to minibus + donations | 700 | 700 | 700 | 2,100 |
| Santander | 5,000 | 0 | 0 | 5,000 |

| | | | | |
|---------------|---------------|--------------|--------------|---------------|
| TOTAL: | 13,650 | 1,200 | 1,300 | 16,150 |
|---------------|---------------|--------------|--------------|---------------|

What other funders are currently considering the proposal?

| Source | Year 1 | Year 2 | Year 3 | Total |
|--------------------|--------|--------|--------|-------|
| Mathew 25-35 trust | 3,000 | 0 | 0 | 0 |
| | 0 | 0 | 0 | 0 |
| | 0 | 0 | 0 | 0 |
| | 0 | 0 | 0 | 0 |

| | | | | |
|---------------|--------------|----------|----------|----------|
| TOTAL: | 3,000 | 0 | 0 | 0 |
|---------------|--------------|----------|----------|----------|

How much is requested from the Trust?

| Expenditure heading | Year 1 | Year 2 | Year 3 | Total |
|-----------------------|--------|--------|--------|--------|
| Events and activities | 1,650 | 15,968 | 20,077 | 37,695 |
| Staff costs | 14,200 | 17,200 | 17,200 | 48,600 |
| | 0 | 0 | 0 | 0 |
| | 0 | 0 | 0 | 0 |

| | | | | |
|---------------|---------------|---------------|---------------|---------------|
| TOTAL: | 15,850 | 33,168 | 37,277 | 86,295 |
|---------------|---------------|---------------|---------------|---------------|

Finance details

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

| | | |
|-----------------------|-----------------|------------|
| Financial year ended: | Month: December | Year: 2015 |
|-----------------------|-----------------|------------|

| Income received from: | £ |
|-----------------------------------|----------------|
| Voluntary income | 309,802 |
| Activities for generating funds | 0 |
| Investment income | 0 |
| Income from charitable activities | 6,078 |
| Other sources | 0 |
| Total Income: | 315,880 |

| Expenditure: | £ |
|---|-----------------|
| Charitable activities | 347,599 |
| Governance costs | 2,160 |
| Cost of generating funds | 0 |
| Other | 0 |
| Total Expenditure: | 325,680 |
| Net (deficit)/surplus: | (33,878) |
| Other Recognised Gains/(Losses): | 0 |
| Net Movement in Funds: | (33,878) |

| Asset position at year end | £ |
|----------------------------|----------------|
| Fixed assets | 4,271 |
| Investments | 0 |
| Net current assets | 123,740 |
| Long-term liabilities | 0 |
| *Total Assets (A): | 128,011 |

| Reserves at year end | £ |
|-----------------------------|----------------|
| Endowment funds | 0 |
| Restricted funds | 18,177 |
| Unrestricted funds | 109,834 |
| *Total Reserves (B): | 128,011 |

*** 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?

1 - 10%

Organisational changes

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

Replaced Older People's Project administrator with Project Manager to develop project
Children and Youth worker left (currently replaced by a volunteer)

Cont...

New administrator for church.

Parochial Church Council (PCC) 4 members left, 6 new members were elected - this year's total 18 instead of 16.

Reduction in voluntary income approx £ 50,000.

Office move from vicarage to office space to facilitate local group activities.

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 | 0 | 0 | 0 |
| London Councils | 0 | 0 | 7,500 |
| 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 | 2012 £ | 2013 £ | 2014 £ |
|-------------------------|-----------|-----------|-----------|
| Volunteer Centre Camden | 0 | 0 | 10,000 |
| St Pancras Land Trust | 13,500 | 12,750 | 12,000 |
| | 0 | 0 | 0 |

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: **Catherine Talvaz**

Role within **Project Manager**
Organisation:

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The City Bridge Trust
Investing In Londoners:
Application for a grant



About your organisation

| | |
|--|--|
| Name of your organisation: Ealing Law Centre | |
| If your organisation is part of a larger organisation, what is its name? | |
| In which London Borough is your organisation based? Ealing | |
| Contact person: Ms Vicky Fewkes | Position: Supervising Solicitor |
| Website: http://www.ealinglawcentre.org.uk | |
| Legal status of organisation: Charitable company | Charity, Charitable Incorporated Company or company number: 1151243 |
| When was your organisation established? 20/07/2012 | |

Grant Request

| |
|---|
| Under which of City Bridge Trust's programmes are you applying? Reducing Poverty |
| Which of the programme outcome(s) does your application aim to achieve? More people accessing debt and legal services More Londoners with improved economic circumstances |
| Please describe the purpose of your funding request in one sentence. To support the development of our housing and welfare rights programme and a contribution to core costs. |
| When will the funding be required? 01/04/2016 |
| How much funding are you requesting? Year 1: £60,000 Year 2: £60,000 Year 3: £60,000 Total: £180,000 |

Aims of your organisation:

We aim to challenge poverty, disadvantage and exclusion in and around the Borough of Ealing by providing people in need with expert legal advice and representation free of charge, by undertaking strategic litigation to improve the way the law is administered, and by collaborating with other voluntary sector organisations to develop an effective advice network across the borough and to educate and empower the community to use their legal rights to reduce exclusion and poverty.

We intend to cover all areas of social welfare law but are initially focusing on immigration and housing/welfare rights. Our immigration department helps vulnerable victims of domestic violence and undocumented young people to achieve settled status. Our housing work aims to reduce homelessness, debt and poverty by providing excellent legal advice and representation and training other local organisations. Our next priority is to develop a casework and appeals service for people whose benefit problems threaten them with homelessness or destitution.

Main activities of your organisation:

Legal casework: ELC has Legal Aid contracts in housing and immigration. Our experienced solicitors advise and represent clients at all levels up to the Court of Appeal; we use charitable funding and skilled volunteers to extend our help to people whose problems do not qualify for legal aid. We are a new organisation; in our first two years we have helped 230 housing and 413 immigration clients.

Strategic litigation: we pursue legal challenges to the way policy and the law are applied (14 judicial reviews currently under way).

Collaboration and rights-based work within the voluntary sector: we developed and hosted a ground-breaking project to help undocumented young people gain British citizenship and helped it launch as a charity in its own right. We are active members of the Ealing Advice Transition Fund consortium, and have delivered 20+ training courses for voluntary agencies on legal issues. We are partners in Ealing's consortium bid for BLF's Help Through Crisis programme.

Number of staff

| Full-time: | Part-time: | Management committee members: | Active volunteers: |
|------------|------------|-------------------------------|--------------------|
| 3 | 1 | 6 | 5 |

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 | 1 year |

Summary of grant request

Alongside very affluent areas, Ealing houses some extremely deprived communities. There is a constant flow of new migrants -- a quarter of Ealing's residents have been in the UK less than 10 years. A very high proportion of Ealing residents are the "working poor"; Trust For London data shows Ealing is one of the four boroughs in London with the highest levels of poverty, with joblessness and low paid employment particularly prevalent.

35% of housing is privately rented; Ealing ranks 13th in Shelter's national list of repossession hotspots; homelessness applications are increasing by over 30% annually. We co-deliver the Duty Solicitor scheme for housing possession cases at Brentford County Court, and see an exceedingly high number where unresolved Housing Benefit issues lie at the root of the problem -- preventive work on these has rarely been carried out.

Ealing is poorly provided with advice services. Law For All, which filled the combined role of CAB and Law Centre, collapsed in 2011 leaving an advice desert. Changes in the benefits system have increased the number of people needing help, while the 2013 Legal Aid cuts have taken welfare benefits advice, appeals and most housing cases out of scope. Proposed benefit changes will hit the working poor particularly hard.

ELC helped set up Ealing Advice Service (to provide generalist advice) and has been active in GRAPE (Ealing's Advice Transition Fund Steering Group) looking at ways of filling the gaps which still exist. A GRAPE service-mapping study found that Ealing has a shortage of services which can help people to pursue appeals against adverse benefits decisions, and none which provide representation for vulnerable people at tribunals.

We are asking City Bridge to help close this gap by part-funding a Housing and Welfare Benefits unit to help people facing extreme poverty, destitution or homelessness. The unit will take referrals from a network of local advice agencies and work closely with the food bank to target those at crisis point. We will employ specialist casework staff to help people pursue appeals against adverse benefits decisions including: ESA/PIP disability-related requests for mandatory reconsideration and Tribunal appeals, JSA sanctions, and tax credit determinations; where necessary, we will represent clients at tribunals or in court. Staff will provide a weekly advice line service for housing problems no longer covered by Legal Aid, and will run specialist courses for community advice agencies, train volunteers to give first-line advice and make appropriate referrals, and develop information leaflets and self-help packs.

Outcomes will include: increased access to benefits, successful appeals to adjudicating officers and tribunals, successful applications for Discretionary Housing Payments, and evictions prevented by negotiating with landlords; benefits advice at an earlier stage of housing cases will increase the likelihood of keeping a roof over the client's head.

Since forming in 2012, ELC has built up a record of dynamic development and proven ability to deliver; we are well-placed to provide a top-tier welfare benefits appeals service because: (1) local agencies want us to -- we are well-networked, and can ensure that the service reaches out into all parts of the community, (2) our qualified solicitors can represent clients in any tribunal or court (3) the service would mesh with work we are already doing through the Court Duty Scheme and Legal Aid, providing better outcomes for more clients (4) we can tap into pro bono resources through membership of the Law Centres Network and Free Representation Unit to maximise the number of people we can represent.

We consult and involve service users, develop our volunteers, reflect the diversity of the communities we serve, and are working to become greener.

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?

Specialist Quality Mark. We are also registered with OISC and the Solicitors Regulation Authority.

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.

A weekly housing advice line providing "brief intervention" expert housing law advice to self-referrals and clients of partner agencies to identify issues at an early stage and triage clients into appropriate in-depth services. Delivery methods will include phone interviews, clinics in partner agencies and video links to maximise accessibility.

A weekly benefits referral and advice line. This will provide advice on complex cases to front line advisers at partner agencies, and agree handover arrangements in cases where the client is being referred to ELC's casework or appeals & tribunals services.

Casework service. This will provide more in-depth/ongoing assistance in a smaller number of cases where referral agencies have reached the limit of their expertise or where expert preventive work could avert a crisis. Referral partners will include foodbank, children's centres and agencies participating in GRAPE.

Appeals and tribunals service. Assisting clients with appeals and representing them at court/tribunal hearings, including judicial reviews where appropriate; organising pro bono representation to maximise the number of cases the service can take on.

Capacity-building with partner agencies. This will include providing legal education and training to partners' staff and volunteers, developing a range of self-help packs and on-line resources, and servicing a referral agency forum and project reference group to identify improvements and initiatives needed.

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.

Reduce destitution and poverty by helping clients overcome barriers to obtaining welfare benefits which are due to them.

Reduce homelessness caused by rent arrears which have arisen as a result of resolvable benefits issues and/or a lack of knowledge of housing rights

Reduce the number of people classed as "intentionally homeless" by providing people who cannot access Legal Aid with advice which prevents them from taking action which would result in them being ruled out for help from the Local Authority

Build capacity within the advice sector and the wider community by increasing knowledge of rights and how to obtain them, by improving resilience and inter-agency working, and by providing front-line agencies with a source of help on problem cases and somewhere to refer them.

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?

Yes. We are aiming to grow the Law Centre's self-generated income (from litigation at inter partes rates and contracts with social landlords), and to use this to subsidise out-of-scope activities including welfare rights work; however, we will still need to raise some grant funding - the extent and sources will depend on circumstances nearer the end of the grant period.

Who will benefit?

About your beneficiaries

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

500

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

Ealing (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?

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 |
|---|--------|---------|---------|---------|
| Employment costs | 87,456 | 125,039 | 128,609 | 341,193 |
| Compliance costs (registrations, insurance etc) | 3,450 | 2,050 | 2,050 | 7,550 |
| Volunteer and project costs | 3,950 | 3,950 | 3,950 | 11,850 |
| Set-up costs, recruitment etc | 1,200 | 600 | 600 | 2,400 |
| Central staff costs | 12,833 | 13,325 | 13,824 | 39,981 |
| Premises costs, LHP etc | 12,500 | 12,500 | 12,500 | 37,500 |
| IT, client recording system & comms | 7,350 | 7,350 | 7,350 | 22,050 |
| Stationery, copying and print | 6,400 | 6,400 | 6,400 | 19,200 |
| Other overheads | 9,700 | 9,700 | 9,700 | 29,100 |

| | | | | |
|---------------|----------------|----------------|----------------|----------------|
| TOTAL: | 144,929 | 180,913 | 184,982 | 510,824 |
|---------------|----------------|----------------|----------------|----------------|

What income has already been raised?

| Source | Year 1 | Year 2 | Year 3 | Total |
|---|--------|--------|--------|---------|
| Dispossessed Fund | 7,500 | 0 | 0 | 7,500 |
| Earned income (litigation & contracts) - ESTIMATE | 51,000 | 86,000 | 96,000 | 240,500 |
| | 0 | 0 | 0 | 0 |
| | 0 | 0 | 0 | 0 |

| | | | | |
|---------------|---------------|---------------|---------------|----------------|
| TOTAL: | 58,500 | 86,000 | 96,000 | 248,000 |
|---------------|---------------|---------------|---------------|----------------|

What other funders are currently considering the proposal?

| Source | Year 1 | Year 2 | Year 3 | Total |
|--|--------|--------|--------|--------|
| London Legal Support Trust - Centres of Excellence | 10,000 | 10,000 | 10,000 | 30,000 |
| | 0 | 0 | 0 | 0 |

| | | | | |
|---------------|---------------|---------------|---------------|---------------|
| TOTAL: | 10,000 | 10,000 | 10,000 | 30,000 |
|---------------|---------------|---------------|---------------|---------------|

How much is requested from the Trust?

| Expenditure heading | Year 1 | Year 2 | Year 3 | Total |
|---------------------------------------|--------|--------|--------|---------|
| Contribution to staff costs | 53,867 | 60,000 | 60,000 | 173,867 |
| Volunteer expenses | 700 | 0 | 0 | 700 |
| Set-up costs (recruitment, equipment) | 1,200 | 0 | 0 | 1,200 |
| Project costs (travel, publicity etc) | 1,500 | 0 | 0 | 1,500 |
| Contribution to overheads | 2,733 | 0 | 0 | 2,733 |
| | 0 | 0 | 0 | 0 |

| | | | | |
|---------------|---------------|---------------|---------------|----------------|
| TOTAL: | 60,000 | 60,000 | 60,000 | 180,000 |
|---------------|---------------|---------------|---------------|----------------|

Finance details

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

| | | |
|-----------------------|--------------|------------|
| Financial year ended: | Month: March | Year: 2015 |
|-----------------------|--------------|------------|

| Income received from: | £ |
|-----------------------------------|----------------|
| Voluntary income | |
| Activities for generating funds | |
| Investment income | |
| Income from charitable activities | 192,329 |
| Other sources | |
| Total Income: | 192,329 |

| Expenditure: | £ |
|---|----------------|
| Charitable activities | 156,389 |
| Governance costs | 840 |
| Cost of generating funds | |
| Other | |
| Total Expenditure: | 157,229 |
| Net (deficit)/surplus: | 35,100 |
| Other Recognised Gains/(Losses): | 0 |
| Net Movement in Funds: | 35,100 |

| Asset position at year end | £ |
|----------------------------|---------------|
| Fixed assets | 2,494 |
| Investments | |
| Net current assets | 54,638 |
| Long-term liabilities | |
| *Total Assets (A): | 57,133 |

| Reserves at year end | £ |
|-----------------------------|---------------|
| Endowment funds | |
| Restricted funds | 3,313 |
| Unrestricted funds | 53,820 |
| *Total Reserves (B): | 57,133 |

* 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?

Organisational changes

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

Our current strategic focus is on developing our new Welfare Rights Unit.

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 | 0 | 5,000 | 0 |
| London Councils | 0 | 0 | 0 |
| Health Authorities | 0 | 0 | 0 |
| Central Government departments | 0 | 0 | 0 |
| Other statutory bodies | 0 | 35,800 | 68,000 |

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 £ |
|----------------------------|-----------|-----------|-----------|
| Trust For London | 0 | 40,000 | 35,000 |
| Unbound Philanthropy | 0 | 0 | 40,000 |
| John Paul Getty Foundation | 5,000 | 0 | 20,000 |
| Strategic Legal Fund | 0 | 10,000 | 10,000 |
| London Legal Support Trust | 13,000 | 0 | 0 |

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: **Vicky Fewkes**

Role within **Supervising Solicitor**
Organisation:

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The City Bridge Trust

**Investing In Londoners:
Application for a grant**



About your organisation

| | |
|--|--|
| Name of your organisation: Home-Start Barnet | |
| If your organisation is part of a larger organisation, what is its name? Home-Start UK | |
| In which London Borough is your organisation based? Barnet | |
| Contact person: Mrs. Kirpal Dhadda | Position: CEO |
| Website: http://www.homestartbarnet.org | |
| Legal status of organisation: Registered Charity | Charity, Charitable Incorporated Company or company number: 1109550 |
| When was your organisation established? 01/10/1997 | |

Grant Request

| |
|--|
| Under which of City Bridge Trust's programmes are you applying? Reducing Poverty |
| Which of the programme outcome(s) does your application aim to achieve? More Londoners with improved economic circumstances Fewer Londoners experiencing food poverty |
| Please describe the purpose of your funding request in one sentence. The funding will contribute to our core work, supporting families and children to achieve greater resilience and stronger outcomes. |
| When will the funding be required? 01/04/2016 |
| How much funding are you requesting? Year 1: £25,000 Year 2: £25,751 Year 3: £26,521 Total: £77,272 |

Aims of your organisation:

We aim to provide practical and emotional support to families living in the London Borough's of Barnet and Harrow who are struggling to cope with life's wide range of problems. We offer an holistic service delivered by experienced staff and volunteers to develop resilience in families, stronger family bonds leading to healthier economic and lifestyle outcomes.

Every situation is unique and our service is able to respond with tailored one to one support packages.

The core work focuses on families with children under the age of 5 and delivers the service in the family's own home with a fully trained volunteer spending up to 3 hours a week with the family. All our volunteers have their own parenting experience.

We have now extended our core service to incorporate other projects to reach a wider profile of people. We work closely with partner, voluntary and statutory agencies within the community to achieve our aims and to establish ongoing support for families.

Main activities of your organisation:

We presently offer the following services;

- Our core work. We match trained volunteers to vulnerable families. They spend 3 hours a week in the family home delivering a highly personal and tailored support package. They help families with advocacy, form filling, personal development, money management, child development, access to employment/education, isolation, depression etc
- Family Group - 2 sessions a week in a deprived estate
- Access to food banks
- Evidenced based parenting courses in conjunction with Children Centres
- Safer Families domestic violence programme
- Money Smart pilot to support low income families to talk and learn about money and budgeting
- Community Coaches 3 year project providing one to one life coaching based support for families and individuals
- Charity shop. Provides employment/training experience
- Family Mentors Pilot programme for LB Harrow, supporting teenagers on the edge of care
- Healthwatch Barnet. Consortium providing advice and signposting
- Trips and outings for families

Number of staff

| Full-time: | Part-time: | Management committee members: | Active volunteers: |
|------------|------------|-------------------------------|--------------------|
| 8 | 7 | 11 | 250 |

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? |
| Rented | 2 years |

Summary of grant request

We aim to empower 75 families with 150 children over 3 years to make better financial decisions, develop stronger family/community bonds and increase resilience to reduce poverty and financial hardship. All families will be living in the LB of Barnet.

We will up-skill 45 home-visiting volunteers in the Made of Money programme (www.quakersocialaction.org.uk/made-of-money-works) over 3 years to support vulnerable families experiencing poverty. Barnet is one of the most diverse Boroughs in London and our choice of volunteers reflects this diversity including gender, language and culture. Volunteers will deliver support in the families' own home, supported with regular supervision and ongoing training by experienced, full-time staff.

We are currently piloting the Made of Money programme in the Hendon constituency of Barnet. We have thus far trained 9 members of staff and 10 volunteers and now want to replicate the success throughout Barnet and Harrow as an integral part of our core work.

The London charity, '4 in 10 London Children Live in Poverty', is a hard hitting statistic. Whilst LB Barnet is not the worst, it does have pockets of heavy deprivation according to London's Poverty Profile published by NPI 2015. There is a plethora of evidence linking poverty to poor outcomes, e.g. the Dept of Education in its Policy, 'Raising the Achievement of Disadvantaged Children 2014', found that children from disadvantaged backgrounds were far less likely to achieve good GCSE results.

We also know from our own experience that many families in LB Barnet are living in poverty and increasingly struggling to cope:

1. We run a Family Group on the Grahame Park Estate in Barnet and observed children showing signs of hunger. We responded by providing breakfast and since 2013 have seen the numbers of children rise as well an increase in their diversity.
2. 19 families referred to Christmas Lunch on Jesus this year (8 last year), ensuring families receive a hamper with a turkey and trimmings to give their children on Christmas day.
3. In 2013 we distributed 45 food bank vouchers to our families. In 2014 that figure rose to 226 and for the 9 months this financial year it stands at 196.
4. 5 vulnerable families each received £150 ASDA vouchers donated by Greek Women's Philanthropic Association at Christmas. "Thank you so much - this was a God send" quote from a family.
5. 30% of families supported with debt-related issues either internally or through partners like CAP (Christians Against Poverty) and Step Change.

We aim to continue tapping into community resources to alleviate the immediate pressure on families to provide food, then re-focus their attention on the root causes of their financial hardship. We can then concentrate on guiding them to look at their approach to spending, explore their understanding of value, and help them make more informed financial decisions through our Made of Money training. We also know that financial problems are not always limited to a person's approach to managing money. The root cause may be deeper and more complex, involving issues such as drugs, depression, DV or immigration issues etc. Our wider support-package helps explore that.

Service users are involved with the management and running of the project by way of feedback during supervisions, evaluations on the courses, presence on the trustees board and our annual feedback questionnaire. Many supported families become volunteers to deliver the service themselves.

We believe we are best placed to provide this service with our 18 years experience of managing volunteers, supporting families and our tested infrastructure. We are also heavily embedded in the local community of voluntary and statutory agencies enabling us to offer a highly tailored support package.

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?

'Investors in Volunteering' kitemark awarded by the UK Volunteering Forum.

HSUK's Quality Assurance System (bespoke system based on PQASSO)

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.

Support 75 families with 150 children with a home-visiting volunteer for 3 hours a week, building on parents' confidence to develop coping mechanisms for day to day life and thereby increase the family's resilience to the harsh economic climate they face.

Support 75 families with 150 children with a home visiting volunteer for 3 hours a week trained in the Made of Money programme model that will assist the family to manage their household budget more effectively, thereby increasing the family's financial resilience.

45 volunteers will deliver support in the family home by means of weekly visits lasting up to 3 hours for a period of one to twelve months - depending on the level and complexity of need - over the 3 year period. This will involve ongoing training, management and supervision.

Train 45 volunteers in our 40 hour Volunteer Preparation Course to include the Made of Money-based programme as part of the volunteer induction. This will prepare them to respond to the needs of the family with the full, wider support package.

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.

75 Families with 150 children will have access to vouchers for local food banks and other immediate practical support packages to help alleviate crisis situations, buying time to explore longer-term solutions. We expect this to result in opportunities for earlier intervention work and access to 'hard to reach' families.

75 London families will report having a greater sense of control of their money, better ability to manage their household budgets, greater confidence, higher aspirations and more opportunities. Approximately 150 children will benefit from witnessing better money management and continue to exhibit healthier choices in society.

75 families will have access to tailored, one-to-one support to explore, solve or manage more complex needs. This will lead to better education and employment opportunities, parenting skills, modelling, confidence and ultimately stronger long-term economic situations for themselves, their children and the wider community of London.

45 people will be trained and gain volunteering experiences which will contribute to their personal development, self esteem, CVs, further education and employment opportunities thus improving their financial standing and confidence. This can further cascade into the community as they recount their knowledge to friends and family.

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 will continue working on our sustainability strategy by raising funds through our charity shop, the fundraising activities led by our fundraising sub-group and seeking grants from other trusts to replace this funding at the end of it's term.

Who will benefit?

About your beneficiaries

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

95

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

Barnet (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?

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 |
|---|--------|--------|--------|---------|
| 2 X F/T Coordinator incl; pension, NI & OTW | 62,600 | 64,478 | 66,412 | 193,490 |
| Travel, Training, Support & Supervision | 6,200 | 6,386 | 6,578 | 19,164 |
| Laptop, Mobile phone & IT Support | 3,100 | 3,193 | 3,289 | 9,582 |
| Volunteer Training & Support | 4,800 | 4,944 | 5,092 | 14,836 |
| Stationery, Postage, Photocopying etc | 1,380 | 1,421 | 1,464 | 4,265 |
| Management & Admin Support | 7,920 | 8,158 | 8,402 | 24,480 |
| | 0 | 0 | 0 | 0 |
| | 0 | 0 | 0 | 0 |
| | 0 | 0 | 0 | 0 |

| | | | | |
|---------------|---------------|---------------|---------------|----------------|
| TOTAL: | 86,000 | 88,580 | 91,237 | 265,817 |
|---------------|---------------|---------------|---------------|----------------|

What income has already been raised?

| Source | Year 1 | Year 2 | Year 3 | Total |
|--------------|--------|--------|--------|--------|
| Hadley Trust | 30,000 | 30,000 | 30,000 | 90,000 |
| | 0 | 0 | 0 | 0 |

| | | | | |
|---------------|---------------|---------------|---------------|---------------|
| TOTAL: | 30,000 | 30,000 | 30,000 | 90,000 |
|---------------|---------------|---------------|---------------|---------------|

What other funders are currently considering the proposal?

| Source | Year 1 | Year 2 | Year 3 | Total |
|---------------------------|--------|--------|--------|--------|
| The Mercers' Company | 15,000 | 15,751 | 16,538 | 47,538 |
| Drapers' Company | 15,000 | 15,000 | 15,000 | 45,000 |
| Volant Charitable Trust x | 15,000 | 15,000 | 15,000 | 45,000 |
| | 0 | 0 | 0 | 0 |

| | | | | |
|---------------|---------------|---------------|---------------|----------------|
| TOTAL: | 45,000 | 45,751 | 46,538 | 137,289 |
|---------------|---------------|---------------|---------------|----------------|

How much is requested from the Trust?

| Expenditure heading | Year 1 | Year 2 | Year 3 | Total |
|---|--------|--------|--------|--------|
| P/T Coordinator incl; pension, NI & OTW | 18,200 | 18,746 | 19,308 | 56,254 |
| Travel, Training, Support & Supervision | 1,800 | 1,855 | 1,909 | 5,564 |
| Laptop, Mobile phone & IT Support | 900 | 927 | 955 | 2,782 |
| Volunteer Training & Support | 1,400 | 1,442 | 1,485 | 4,327 |
| Stationery, Postage, Photocopying etc | 400 | 412 | 424 | 1,236 |
| Management & Admin Support | 2,300 | 2,369 | 2,440 | 7,109 |
| | 0 | 0 | 0 | 0 |

| | | | | |
|---------------|---------------|---------------|---------------|---------------|
| TOTAL: | 25,000 | 25,751 | 26,521 | 77,272 |
|---------------|---------------|---------------|---------------|---------------|

Finance details

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

| | | |
|-----------------------|------------------------|----------------------|
| Financial year ended: | Month: March | Year: 2015 |
|-----------------------|------------------------|----------------------|

| Income received from: | £ |
|-----------------------------------|----------------|
| Voluntary income | 133,326 |
| Activities for generating funds | 32,011 |
| Investment income | 337 |
| Income from charitable activities | 279,859 |
| Other sources | 0 |
| Total Income: | 445,533 |

| Expenditure: | £ |
|---|----------------|
| Charitable activities | 458,281 |
| Governance costs | 971 |
| Cost of generating funds | 0 |
| Other | 0 |
| Total Expenditure: | 459,252 |
| Net (deficit)/surplus: | -13,718 |
| Other Recognised Gains/(Losses): | 0 |
| Net Movement in Funds: | 57,859 |

| Asset position at year end | £ |
|----------------------------|---------------|
| Fixed assets | 0 |
| Investments | 0 |
| Net current assets | 57,859 |
| Long-term liabilities | 0 |
| *Total Assets (A): | 57,859 |

| Reserves at year end | £ |
|-----------------------------|---------------|
| Restricted funds | -37,886 |
| Endowment Funds | 0 |
| Unrestricted funds | 95,745 |
| *Total Reserves (B): | 57,859 |

* 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?
51-60%

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 | 184,474 | 149,343 | 230,100 |
| London Councils | 0 | 0 | 0 |
| Health Authorities | 0 | 6,000 | 7,000 |
| 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 | | 2012 £ | 2013 £ | 2014 £ |
|-----------------------------------|--------|-----------|-----------|-----------|
| Henry Smith Charity | 33,000 | 38,000 | 38,800 | |
| John Lyon's Charity - Harrow core | 0 | 35,000 | 35,000 | |
| John Lyon's Charity - Barnet core | 0 | 25,000 | 25,000 | |
| BBC Children in Need | 20,289 | 21,289 | 22,076 | |
| Hadley Trust | 15,000 | 15,000 | 15,000 | |

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: **Kirpal Dhadda**

Role within **CEO**
Organisation:

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The City Bridge Trust

**Investing In Londoners:
Application for a grant**



About your organisation

| | |
|---|--|
| Name of your organisation: Mary Ward Legal Centre | |
| If your organisation is part of a larger organisation, what is its name? The Mary Ward Settlement | |
| In which London Borough is your organisation based? Camden | |
| Contact person: Ms Tina Neessen | Position: Director (Acting) |
| Website: http://www.marywardlegal.org.uk | |
| Legal status of organisation: Registered Charity | Charity, Charitable Incorporated Company or company number: 1024148 |
| When was your organisation established? 25/01/1993 | |

Grant Request

| |
|---|
| Under which of City Bridge Trust's programmes are you applying? Reducing Poverty |
| Which of the programme outcome(s) does your application aim to achieve? More people accessing debt and legal services More Londoners with improved economic circumstances |
| Please describe the purpose of your funding request in one sentence. To provide specialist advice and support around complex issues on welfare rights, benefits and housing for vulnerable individuals in London. |
| When will the funding be required? 30/04/2016 |
| How much funding are you requesting? Year 1: £42,136 Year 2: £41,438 Year 3: £42,234 Total: £125,808 |

Aims of your organisation:

We believe that everyone should have access to advice and representation to enable them to secure their rights. Our purpose is to provide free specialist legal advice and representation to Londoners in need.

Main activities of your organisation:

The Mary Ward Legal Centre is a pan-London charity providing free legal advice and casework to people most severely affected by poverty and discrimination who otherwise could not afford to enforce their legal rights. We focus on social welfare law in: housing, debt, and welfare rights. We also run a financial capability programme to individuals to increase their financial literacy and money skills and are developing a similar programme on welfare rights. We aim to tackle poverty and disadvantage through maximising incomes, reducing debts, challenging discrimination, saving homes and jobs and improving general wellbeing. Over 40% of our clients are sick and/or disabled, over 60% are from BAME communities. Many do not have English as their first language and very few have any understanding of legal processes. Clients often approach us with multiple issues and require support on a number of different matters in order to resolve them. Many have been referred to us by other agencies.

Number of staff

| Full-time: | Part-time: | Management committee members: | Active volunteers: |
|------------|------------|-------------------------------|--------------------|
| 14 | 11 | 13 | 52 |

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? |
|--|--|
| Rented | 10 years |

Summary of grant request

Our aim is to enable more people in London to access the debt and legal advice and support they need on complex issues related to welfare benefits, housing and tax credit problems. We will do this by employing a full-time welfare benefits caseworker who will provide free advice and casework. We will target those most severely affected by poverty and discrimination who are resident in central London boroughs. This includes people with disabilities, those on a low income affected by welfare reform, and ethnic minorities.

The caseworker will train and support a team of volunteers who will support the programme by providing a triage service taking relevant information about clients and then supporting them in completing forms and following-up with them for outcomes and to remind them of appointments.

We estimate that 150 individuals will benefit from advice and/or casework each year of the project. Each receiving an estimated 3-12 hours of support. 50 of these individuals will be supported by casework by the Welfare Benefits Caseworker & Volunteer Supervisor.

Our intention is to tackle some of the causes of poverty and disadvantage amongst these individuals enabling them to enjoy increased levels of economic wellbeing and live free from poverty. The consequence of this will be that they will have increased health, wellbeing and independence with, for example, those in danger of losing their homes reporting being able to keep them.

We have experienced a very significant rise in individuals seeking support around issues related to welfare benefits largely the result of recent and forthcoming welfare reforms and also due to a diminishing number of advice organisations in central London offering welfare benefits advice.

The design of this service has been informed by our many years of delivering legal advice and we will proactively encourage clients to suggest ways of developing it further. We will capture immediate outcome data on all our clients and follow-up with a sample to ascertain longer-term outcomes and write these up as case studies. We will share the learning from the project with other legal centres through our involvement in Capitalise, the London-wide debt advice partnership.

The Mary Ward Legal Centre has an excellent reputation and extensive experience of working with disadvantaged people. Last year we provided support to more than 4,000 vulnerable individuals of whom over 40% had a disability and around two-thirds were from BAME groups. Our contact with clients can be over a long period of time involving multiple interviews and then lengthy negotiations with the other side in the dispute and this can lead to our representation at court and social security appeals tribunals. However, much of our work involves trying to resolve matters to prevent them reaching court in the first place. Of the cases we take on around 90% result in a positive outcome. Specific outcomes which our activities achieved over the last 12 months include:

- For clients seeking advice about their benefits entitlement, an average increase of £84 a week in benefits
- Over £950,000 of client debts written off
- 90% of welfare benefits appeals found in the claimant's favour

We have 25 paid staff including 5 solicitors and 10 caseworkers. Currently 43% of paid staff are from BAME backgrounds including 3 out of 4 team leaders. We also have support from a pro-bono pool of more than 40 volunteer lawyers. We make sure these volunteers are supported, their efforts coordinated and contributions celebrated.

We adopted a sustainability policy in December 2010 developed in partnership with Camden Climate Change. This commits us to continually reviewing and improving our environmental performance.

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?

Specialist Quality Mark accreditation with the Legal Services Commission.

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.

Individual advice sessions given to target clients by a specialist advisor

Advocating on behalf of clients to assist them to challenge a decision to refuse, stop or suspend welfare benefits and representing them in courts as necessary

Providing individual support in writing letters and preparing phone calls to challenge benefits decisions through support offered by volunteers

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.

Clients have increased levels of economic wellbeing and are able to live free from poverty as benefits are secured and incomes are maximised.

Clients have increased levels of health, wellbeing and independence.

Clients have an increased ability to sustain homes and avoid homelessness.

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 continue this service after the funding period. We will use evidence of the project's impacts on clients to demonstrate its value and outcomes to other funders. We continuously identify new sources of funding and have been successful in securing these. Our fundraising strategy has enabled us to replace significant grant funding previously provided through legal aid.

Who will benefit?

About your beneficiaries

| |
|--|
| How many people will benefit directly from the grant per year? 150 |
| In which Greater London borough(s) or areas of London will your beneficiaries live? Camden (50%) Islington (30%) Tower Hamlets (10%) Westminster (10%) |
| What age group(s) will benefit? 16-24 25-44 45-64 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? 21-30% |

Funding required for the project

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

| Expenditure heading | Year 1 | Year 2 | Year 3 | Total |
|--|---------------|---------------|---------------|--------------|
| Salary for welfare benefits caseworker & volunteer coordinator incl National Insurance and Pension | 34,362 | 35,071 | 35,795 | 105,228 |
| Supervision and management | 5,174 | 3,767 | 3,839 | 12,780 |
| Training of volunteers | 600 | 600 | 600 | 1,800 |
| Volunteer expenses | 1,000 | 1,000 | 1,000 | 3,000 |
| Administration and triage | 2,000 | 2,000 | 2,000 | 6,000 |
| Support costs for clients | 1,000 | 1,000 | 1,000 | 3,000 |
| | 0 | 0 | 0 | 0 |
| | 0 | 0 | 0 | 0 |
| | 0 | 0 | 0 | 0 |

| | | | | |
|---------------|---------------|---------------|---------------|----------------|
| TOTAL: | 44,136 | 43,438 | 44,234 | 131,808 |
|---------------|---------------|---------------|---------------|----------------|

What income has already been raised?

| Source | Year 1 | Year 2 | Year 3 | Total |
|--------------------------|---------------|---------------|---------------|--------------|
| The Mary Ward Settlement | 2,000 | 2,000 | 2,000 | 6,000 |
| | 0 | 0 | 0 | 0 |

| | | | | |
|---------------|--------------|--------------|--------------|--------------|
| TOTAL: | 2,000 | 2,000 | 2,000 | 6,000 |
|---------------|--------------|--------------|--------------|--------------|

What other funders are currently considering the proposal?

| Source | Year 1 | Year 2 | Year 3 | Total |
|---------------|---------------|---------------|---------------|--------------|
| | 0 | 0 | 0 | 0 |

| | | | | |
|---------------|----------|----------|----------|----------|
| TOTAL: | 0 | 0 | 0 | 0 |
|---------------|----------|----------|----------|----------|

How much is requested from the Trust?

| Expenditure heading | Year 1 | Year 2 | Year 3 | Total |
|--|---------------|---------------|---------------|--------------|
| Salary for welfare benefits caseworker incl National Insurance and Pension | 34,362 | 35,071 | 35,795 | 105,228 |
| Supervision and management | 5,174 | 3,767 | 3,839 | 12,780 |
| Training of volunteers | 600 | 600 | 600 | 1,800 |
| Volunteer expenses | 1,000 | 1,000 | 1,000 | 3,000 |
| Administration and triage | 0 | 0 | 0 | 0 |
| Support costs for clients | 1,000 | 1,000 | 1,000 | 3,000 |
| | 0 | 0 | 0 | 0 |

| | | | | |
|---------------|---------------|---------------|---------------|----------------|
| TOTAL: | 42,136 | 41,438 | 42,234 | 125,808 |
|---------------|---------------|---------------|---------------|----------------|

Finance details

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

| | | |
|-----------------------|-------------|------------|
| Financial year ended: | Month: July | Year: 2015 |
|-----------------------|-------------|------------|

| Income received from: | £ |
|-----------------------------------|------------------|
| Voluntary income | 167,655 |
| Activities for generating funds | 0 |
| Investment income | 888 |
| Income from charitable activities | 0 |
| Other sources | 883,738 |
| Total Income: | 1,052,281 |

| Expenditure: | £ |
|---|------------------|
| Charitable activities | 1,008,460 |
| Governance costs | 9,250 |
| Cost of generating funds | 0 |
| Other | 0 |
| Total Expenditure: | 1,017,710 |
| Net (deficit)/surplus: | 34,571 |
| Other Recognised Gains/(Losses): | 0 |
| Net Movement in Funds: | 34,571 |

| Asset position at year end | £ |
|----------------------------|----------------|
| Fixed assets | 546 |
| Investments | 0 |
| Net current assets | 445,513 |
| Long-term liabilities | 123,757 |
| *Total Assets (A): | 322,302 |

| Reserves at year end | £ |
|-----------------------------|----------------|
| Endowment funds | 0 |
| Restricted funds | 0 |
| Unrestricted funds | 322,302 |
| *Total Reserves (B): | 322,302 |

* 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? 11-20% |
|--|

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 | 187,000 | 195,917 | 311,960 |
| London Councils | 0 | 0 | 0 |
| Health Authorities | 0 | 0 | 0 |
| Central Government departments | 0 | 0 | 0 |
| Other statutory bodies | 480,776 | 243,956 | 208,545 |

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 £ |
|------------------------------|-----------|-----------|-----------|
| Trust for London | 26,500 | 26,500 | 19,875 |
| Farrer & Co Charitable Trust | 0 | 0 | 5,000 |
| The Legal Education Trust | 0 | 9,333 | 19,667 |
| St Andrew's Holborn | 3,300 | 6,700 | 0 |
| St Giles | 0 | 7,000 | 6,000 |

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: **Tina Neessen**

Role within **Director (Acting)**
Organisation:

The City Bridge Trust
Investing In Londoners:
Application for a grant



About your organisation

| | |
|---|---|
| Name of your organisation: Paddington Law Centre | |
| If your organisation is part of a larger organisation, what is its name? | |
| In which London Borough is your organisation based? Westminster | |
| Contact person: Miss Vanessa Logan | Position: Solicitor - Employment Unit |
| Website: http://NONE | |
| Legal status of organisation: Charitable company | Charity, Charitable Incorporated Company or company number: 299948 |
| When was your organisation established? 01/04/1973 | |

Grant Request

| | | |
|--|------------------------|------------------------|
| Under which of City Bridge Trust's programmes are you applying? Reducing Poverty | | |
| Which of the programme outcome(s) does your application aim to achieve? More Londoners with improved economic circumstances More people accessing debt and legal services | | |
| Please describe the purpose of your funding request in one sentence. Providing legal advice/support to 1125 vulnerable people in Westminster on income maximisation and housing to avoid or escape poverty and secure or sustain appropriate housing | | |
| When will the funding be required? 01/04/2016 | | |
| How much funding are you requesting? | | |
| Year 1: £54,189 | Year 2: £55,095 | Year 3: £56,016 |
| Total: £165,300 | | |

Aims of your organisation:

We aim to relieve poverty and social exclusion by the provision through solicitors and legal caseworkers of free specialist legal advice, casework and advocacy in social welfare law to vulnerable and financially disadvantaged individuals and families resident or working in Greater London and in particular, Westminster, in the areas of housing, welfare rights and employment law. Our assistance is directed at those whose cases have merit but who cannot afford to pay for help, cannot obtain any other source of free help and whose vulnerabilities prevent them helping themselves. We aim to achieve long term solutions for our beneficiaries and tackle the root causes of poverty and crisis, and use the multi-disciplinary resources of our different specialisms to do this. We also aim to educate poor and disadvantaged people, and the local community groups and agencies who assist them, in their legal rights and responsibilities, in respect of tenancies, social security benefits and employment, to increase self-sufficiency and self-determination.

Main activities of your organisation:

Our service is accessed through a drop in reception. Our first contact staff diagnose problems and make appointments for beneficiaries to see our solicitors, or signpost/refer people where appropriate. Our solicitors provide an advice, casework and advocacy service for around 200 beneficiaries a year, achieving a range of outcomes including: (i) preserving homes for very poor people being threatened with eviction and obtaining homes for those already homeless (ii) maximising income for poor people by getting their correct social security benefit entitlements, including conducting appeals against refusals in Social Security Tribunal (iii) assisting low waged workers retain jobs, get their lawful pay and in work entitlements, including adjustments for disabled workers, and challenge unlawful discrimination at work. Our caseworkers provide free training to local support groups to cascade knowledge into the community and participate in legal practitioner discussion groups and advice forums, to share learning, evidence and best practice, influence policy making and the shape of local advice provision.

Number of staff

| Full-time: | Part-time: | Management committee members: | Active volunteers: |
|------------|------------|-------------------------------|--------------------|
| 2 | 4 | 7 | 2 |

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 | 16 months |

Summary of grant request

Need:

There is a crisis in provision of free high quality legal advice and professional representation in Westminster and with demand for our services higher than we can meet, there is nowhere that we can refer people for the specialist help they need to resolve their problems and improve their economic situation. Recent changes in the benefits system for supporting vulnerable people, and in housing law and practice, are further increasing demand for our services. Our borough rates as fifth highest in the country for child poverty, with half of the borough's residents classified as "deprived" living in the wards around our offices. Our borough also has both the largest private rented sector, and one of the highest rates of homelessness, in the country. Forthcoming policy changes in welfare and housing will further exacerbate the problems our communities face in their economic circumstances, and in the security of their accommodation.

Delivery:

We will provide legal advice, casework and advocacy in the areas of housing and welfare benefits, to address people's problems holistically. Operating from offices in the centre of the area of highest deprivation, clients will have immediate face-to-face assessment of needs, and be booked in to see the most appropriate caseworker, or referred for support from one of our community partners. Our legal caseworkers will work with individuals to resolve their problems, whilst also providing them with the tools to successfully manage longer-term. Alongside this, our team will provide training to local community groups, to equip them to better support local people and prevent problems emerging or escalating.

Aims:

We aim to provide legal advice, casework and advocacy to people experiencing multiple disadvantage, to alleviate poverty, maximise incomes, and avert evictions or secure accommodation when homeless. We aim to promote resilience in the local community through empowering the individuals we work with to manage their own situation, and through training local organisations to support people.

Why us:

We're located where the need is, with an accessible office easily reached from all of the most deprived areas of Westminster. From 42 years' working with local communities we have built up a high level of trust; 60% of clients come to us by "word of mouth" referral. Our service is quality-assured - we hold the Legal Aid Agency Specialist Quality Mark. We reach the most vulnerable in our community, with 70% of our clients experiencing physical disabilities or mental ill-health. As a key partner in the local advice sector, we know that there is no other agency able to provide the intense level of support including representation that our users need.

Trust outcomes:

1,125 more people will access debt and legal services, with intensive work with 195 people to improve their economic circumstances. Legal advice will achieve improvements in economic circumstances through income maximisation and advice to sustain (or secure) appropriate housing.

Good practice:

Service users have been involved throughout our service development and design, feeding in through regular surveys, focus groups and opportunities to participate in the Law Centre as members or as volunteers. Our volunteers receive support from a dedicated staff member, ensuring they receive training, feedback and recognition of their contribution. Throughout our work we promote diversity, from the accessibility of our services (with 70% of people experiencing illness/disability and 65% being from BME groups), to our proactive recruitment to engage staff and volunteers who reflect the community we serve. We are active at reducing our carbon footprint, from locating our offices in walking distance to the areas of highest deprivation, to active recycling, and a programme of renewal to increase the efficiency of our heating and lighting.

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?

We hold the Legal Aid Agency Specialist Quality Mark. Also, all our solicitors are members of the Law Society, holding current practising certificates and they undertake continuing professional development training.

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.

We will assess the needs of 1125 vulnerable people seeking help with poverty related problems, triage them and refer them for appropriate assistance and support, including legal services

We will provide specialist legal advice, casework support and representation in the area of housing and welfare benefits to 195 poor and vulnerable people assisting them to gain or restore benefit entitlements, thus increasing income, and preserve homes, for those threatened by homelessness, or obtain homes for those already homeless

We will provide training and coaching within legal advice sessions to 120 individual users so that in the future they will access legal advice services at the right time and have enhanced skills to make more of and improve their own economic circumstances in the future

We will deliver six training sessions on housing and welfare benefits matters to the workers, volunteers and/or users of local community support and advice organisations which assist poor and vulnerable people, enabling them to recognise issues needing attention and make early referrals to us.

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.

1125 poor and vulnerable people will, via our first-contact staff, access appropriate assistance and support, including legal services, to alleviate their poverty

£210,000 of total financial gains (including lump sum back payments of benefits) will be recovered on behalf of poor and vulnerable people and 120 poor and vulnerable people will have increased monthly income

120 poor and vulnerable people threatened with eviction or already homeless will get to stay in their homes or get rehoused

150 poor and vulnerable people will demonstrate an increased understanding and/or report a feeling of increased confidence and ability in relation to knowing when to access legal services and how to manage future financial/housing problems

60 workers/volunteers in other community support and advice organisations which assist poor and vulnerable people will have increased ability and confidence to recognise issues needing attention and make early referrals to us

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?

The project will help beneficiaries cope with welfare reform occurring currently and over the next two years, and build their capacity to manage problems independently, thus potentially limiting future demand. If new changes prolong demand, the project will give us a stronger evidence base of what works to help influence other funders to build on our success in this project.

Who will benefit?

About your beneficiaries

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

395

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

Westminster (85%)

Brent (10%)

Kensington & Chelsea (3%)

Ealing (2%)

What age group(s) will benefit?

16-24

25-44

45-64

65-74

75 and over

What gender will beneficiaries be?

All

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

White (including English/ Welsh/ Scottish/ Northern Irish/ British; Irish; Gypsy, Traveller or Irish Traveller; Any other White background)

Mixed/ Multiple ethnic groups (including White and Black Caribbean; White and Black African; White and Asian; Any other Mixed/ Multiple ethnic background)

Asian/ Asian British (including Indian; Pakistani; Bangladeshi; Chinese; Any other Asian background)

Black/ African/ Caribbean/ Black British (including African; Caribbean; Any other Black/ African/ Caribbean background)

Other ethnic group (including Arab)

If Other ethnic group, please give details:

What proportion of the beneficiaries will be disabled people?

61-70%

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 Employer's NIC and pension) | £42229 | £42897 | £43574 | £128700 |
| Cleaning/Accommodation/Utilities | £5432 | £5540 | £5651 | £16623 |
| Professional Fees, Subscriptions, Books, Audit Fees, Accountancy Fees | £4725 | £4819 | £4915 | £14459 |
| IT, Office Supplies, Printing, Postage, Travel | £1803 | £1839 | £1876 | £5518 |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| TOTAL: | £54189 | £55095 | £56016 | £165300 |

What income has already been raised?

| Source | Year 1 | Year 2 | Year 3 | Total |
|---------------|--------|--------|--------|-------|
| | | | | |
| | | | | |
| | | | | |
| TOTAL: | | | | |

What other funders are currently considering the proposal?

| Source | Year 1 | Year 2 | Year 3 | Total |
|---------------|--------|--------|--------|-------|
| | | | | |
| | | | | |
| | | | | |
| TOTAL: | | | | |

How much is requested from the Trust?

| Expenditure heading | Year 1 | Year 2 | Year 3 | Total |
|---|---------------|---------------|---------------|----------------|
| Salaries (inc Employer's NIC and pension) | £42229 | £42897 | £43574 | £128700 |
| Cleaning/Accommodation/Utilities | £5432 | £5540 | £5651 | £16623 |
| Professional Fees, Subscriptions, Books, Audit Fees, Accountancy Fees | £4725 | £4819 | £4915 | £14459 |
| IT, Office Supplies, Printing, Postage, Travel | £1803 | £1839 | £1876 | £5518 |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| TOTAL: | £54189 | £55095 | £56016 | £165300 |

Finance details

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

| | | |
|-----------------------|------------------------|----------------------|
| Financial year ended: | Month: March | Year: 2015 |
|-----------------------|------------------------|----------------------|

| Income received from: | £ |
|-----------------------------------|----------------|
| Voluntary income | 74,875 |
| Activities for generating funds | 0 |
| Investment income | 116 |
| Income from charitable activities | 135,844 |
| Other sources | 0 |
| Total Income: | 210,835 |

| Expenditure: | £ |
|---|----------------|
| Charitable activities | 210,952 |
| Governance costs | 4,250 |
| Cost of generating funds | 0 |
| Other | 0 |
| Total Expenditure: | 215,202 |
| Net (deficit)/surplus: | -4,367 |
| Other Recognised Gains/(Losses): | 0 |
| Net Movement in Funds: | -4,367 |

| Asset position at year end | £ |
|----------------------------|---------------|
| Fixed assets | 0 |
| Investments | 0 |
| Net current assets | 0 |
| Long-term liabilities | 0 |
| *Total Assets (A): | 84,582 |

| Reserves at year end | £ |
|-----------------------------|---------------|
| Restricted funds | 0 |
| Endowment Funds | 0 |
| Unrestricted funds | 84,582 |
| *Total Reserves (B): | 84,582 |

* 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?
21-30%

Organisational changes

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

During year ending March 2015 we were still billing out welfare rights cases commenced before this area of work came out of Legal Aid Agency scope in April 2013. Most of these cases are now billed so our statutory income going forward will come only from our publicly funded housing cases. Therefore the proportion of our income from statutory sources will decrease to approximately 15%

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 | 17,104 | 13,178 | 0 |
| London Councils | 7,832 | 0 | 0 |
| Health Authorities | 0 | 0 | 0 |
| Central Government departments | 65,690 | 98,831 | 50,328 |
| Other statutory bodies | 6,750 | 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 | 2012 £ | 2013 £ | 2014 £ |
| Big Lottery | 0 | 53,010 | 82,567 |
| Private Donations | 22,247 | 80,173 | 72,875 |
| London Community Foundation (2013) or Lloyds TSB Foundation (2014) | 0 | 9,999 | 14,150 |
| London Legal Support Trust | 19,026 | 10,200 | 23,199 |
| Paddington Social and Community Fund | 47,900 | 1,080 | 0 |

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: **Vanessa Logan**

Role within **Solicitor - Employment Unit**
Organisation:

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The City Bridge Trust
Investing In Londoners:
Application for a grant



About your organisation

| | |
|--|---|
| Name of your organisation: St Hilda's East | |
| If your organisation is part of a larger organisation, what is its name? N/A | |
| In which London Borough is your organisation based? Tower Hamlets | |
| Contact person: Mr. Rupert Williams | Position: Director |
| Website: http://www.sthildas.org.uk | |
| Legal status of organisation: Registered Charity | Charity, Charitable Incorporated Company or company number: 212208 |
| When was your organisation established? 26/10/1889 | |

Grant Request

| | | |
|---|------------------------|------------------------|
| Under which of City Bridge Trust's programmes are you applying? Reducing Poverty | | |
| Which of the programme outcome(s) does your application aim to achieve? Fewer Londoners experiencing food poverty More people accessing debt and legal services | | |
| Please describe the purpose of your funding request in one sentence. We are requesting salary and running costs for a Community Food and Training Project which will provide a long-term, sustainable route out of poverty. | | |
| When will the funding be required? 02/05/2016 | | |
| How much funding are you requesting? | | |
| Year 1: £39,000 | Year 2: £39,000 | Year 3: £39,000 |
| Total: £117,000 | | |

Aims of your organisation:

Our main charitable objects are the relief of need and the advancement of education. Established in 1889 as a 'settlement' by Cheltenham Ladies College, St Hilda's has evolved into a busy, well-used, local voluntary organisation. Situated on the edge of the City, St Hilda's is to be found on the historic Boundary Estate, the first municipal housing estate in the UK. The organisation nowadays serves a diverse population, over 30% of the local population being Bangladeshi. Its activities reflect these changing circumstances, providing a wide range of opportunities for the whole community, and seeking to combat challenges arising from deprivation and social exclusion. We run 15 different projects (see below). Volunteering plays a key part in delivery of our services - 131 supported the work of paid staff over the last year. We believe our strength lies in our diversity, promoting understanding between all sections of the community and offering a setting for multi-cultural, intergenerational and interfaith exchange.

Main activities of your organisation:

St Hilda's is a vibrant, locally managed, community organisation, used by over 500 people weekly. We run 15 different projects, mainly based at our community centre site in Club Row, Bethnal Green, with some services also delivered from a second site, Sonali Gardens, in Shadwell. We cater for all ages, from pre-school to older people. Our main activities are: an Under 5s Project providing pre-school learning and childcare, Youth Project incorporating a young disabled people's initiative, Food Co-op providing affordable vegetables and fruit to the local community, Advice Service (including pro bono Legal Advice Clinics), Community Volunteering Project offering work experience opportunities, Carers' Respite service, a mental health project for Bangladeshi women, as well as substantial work with older people: an Older People's Project incorporating drop-in lunch clubs and day care support, LinkAge Plus targeted at over-50s, and a borough wide Day Centre used by Bangladeshi elders at Sonali Gardens, along with domiciliary care supporting adults and carers.

Number of staff

| Full-time: | Part-time: | Management committee members: | Active volunteers: |
|------------|------------|-------------------------------|--------------------|
| 14 | 88 | 8 | 40 |

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? |
|--|--|
| Owned | |

Summary of grant request

We are seeking City Bridge Trust funding for salary and running costs of a Community Food and Training Project over the next 3 years. The project will address poverty by (1) providing affordable, fresh and nutritious food to the local community through its Food Co-op, with increased sessions; (2) offering money, debt and legal advice through dedicated advice sessions, coinciding with the new Food Co-op schedule; (3) providing accredited training and 'on-the-job' work experience for unemployed volunteers; (4) increasing 'food awareness' through healthy living and cooking workshops; and (5) combating isolation often experienced by those in poverty.

The programme of work will be delivered by a Project Co-ordinator (28.8 hours), supported by a team of volunteers, whose work will be central to running the Food Co-op. St Hilda's AQS accredited Advice Service will provide advice sessions with an experienced advisor (7 hours). Training will be delivered by the Project Co-ordinator. The project will benefit from support from St Hilda's Volunteer Project (separately funded); pro bono legal advice through involvement of law firms; and existing and new partnerships with other groups.

St Hilda's has an impressive and longstanding track record of running community-based services in response to local needs. The Food Co-op continues this tradition. Launched in 2005, it received a Big Lottery Local Food grant (2011-14), enabling it to develop, sourcing local food, increasing access by low income households, involving volunteers and running some accredited training. Since then the Food Co-op has continued to run on a smaller scale with small grant funding. Evaluation reports demonstrate its immense value to customers and volunteers. Our experience is that the project's different elements are interlinked and together play a key role in combating poverty.

There is a profound need for our Project combating food poverty through access to fresh affordable food and money advice. Tower Hamlets is among the most deprived boroughs in the country, with the UK's highest rate of children living in poverty at 48.6%, rising to 50% in our local Weavers Ward (Tower Hamlets Fairness Report 2014). Health issues are widespread across all ages, reinforcing needs for healthy nutritional food and awareness. Tower Hamlets possesses the highest cancer death rate among London Boroughs and third highest premature death rate from circulatory disease. 25.7% of 10-11 year olds are obese (third highest in the country). Unemployment is also acute, something the training element of our project aims to address: unemployment in Weavers Ward is 11%, with a significant number of economically inactive residents (including many Bangladeshi women) not included in this figure. Weavers Ward mirrors the diversity of Tower Hamlets, with 48% of residents from BME communities (30% Bangladeshi).

As a result of the project's work we expect:

- Disadvantaged local people living in poverty/on low incomes to access healthy food more easily (increased access to and use of Food Co-op sessions)
 - More disadvantaged local people to say they are better equipped to manage financially (increased access to money, debt and legal advice; and healthy living/cooking sessions)
 - Unemployed volunteers will gain work skills and experience (accredited training and practical 'on-the-job' experience)
- (Please see questions H, I and monitoring framework for numbers)

Our project meets City Bridge's 'Principles of Good Practice':

- Our Management Board is drawn from the local community; user groups operate across all services/projects.
- It will work with diverse local communities, responding to needs and involving them as volunteers.
- Volunteers will play a crucial role in running Food Co-op services and will receive support from the Project Co-ordinator, accessing the project's training programme and St Hilda's Volunteer Project.
- It seeks to become environmentally sustainable, working with local growers and markets to source local food.

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?

Our Advice Service is Advice Quality Standard (AQS) accredited, having most recently been successfully reviewed and assessed in September 2015.

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.

288 Food Co-op sessions are delivered benefiting local people living in poverty / on very low incomes (96 in Year 1, 96 in Year 2, 96 in Year 3).

120 volunteers (90 unemployed and 30 non-unemployed) from the local community are involved in running the Food Co-op (40 in Year 1, 40 in Year 2, 40 in Year 3).

12 healthy food workshops are held giving information about living healthily on a low budget (4 in Year 1, 4 in Year 2, 4 in Year 3).

144 extra advice sessions, linking with the new Food Co-op schedule, are held which increase access to money, debt and legal advice (48 in Year 1, 48 in Year 2, 48 in Year 3).

45 training course sessions are held for Food Co-op volunteers to increase their skills and employability (15 in year 1, 15 in Year 2, 15 in Year 3).

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.

200 local people on low incomes access affordable and healthy food more easily in Year 1, 225 in Year 2, and 250 in Year 3.

200 people in Year 1 are better equipped to live healthily on a low budget through participation in healthy living workshops or provision of information (e.g. recipes, nutritional information), 250 in Year 2, and 300 in Year 3.

100 people p.a. in Years 1,2 and 3 access new advice sessions, which are linked to the new Food Co-op schedule

30 people become more employable through participation in training courses and sessions in Year 1, 30 in Year 2, and 30 in Year 3.

90 unemployed volunteers from the local community gain work skills and experience through running the Food Co-op (30 in Year 1, 30 in Year 2, 30 in Year 3).

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 envisage need for our Food Co-op will continue. Volunteers play a major role in running operations, and a strong volunteer team will be in place to continue after funding. A Business Plan will ensure the Co-op's financial and environmental sustainability. Partnerships (e.g.with law firms, training providers) and additional fundraising will enable continued advice and training elements of the Project.

Who will benefit?

About your beneficiaries

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

350

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

Tower Hamlets (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?

31-40%

Funding required for the project

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

| Expenditure heading | Year 1 | Year 2 | Year 3 | Total |
|--|--------|--------|--------|--------|
| Community Food and Training Project Co-ordinator - 4 days | 28,131 | 28,412 | 28,697 | 85,240 |
| Advice Worker - 1 day | 5,620 | 5,676 | 5,733 | 17,029 |
| Staff training and travel | 1,300 | 1,300 | 1,300 | 3,900 |
| Volunteer expenses (£40 per week) | 2,080 | 2,080 | 2,080 | 6,240 |
| Other training costs | 2,334 | 2,334 | 2,334 | 7,002 |
| Printing, publicity, phone, IT support costs | 1,000 | 1,000 | 1,000 | 3,000 |
| Purchase of produce for Food Co-op | 10,500 | 10,710 | 10,924 | 32,134 |
| Management support, utilities, rent, insurances etc (£55 per week) | 2,860 | 2,889 | 2,917 | 8,666 |

| | | | | |
|---------------|---------------|---------------|---------------|----------------|
| TOTAL: | 53,825 | 54,401 | 54,986 | 163,211 |
|---------------|---------------|---------------|---------------|----------------|

What income has already been raised?

| Source | Year 1 | Year 2 | Year 3 | Total |
|---|--------|--------|--------|--------|
| Identified from St Hilda's planned income generation (e.g. hire of community centre space) and planned use of unrestricted fundraising (e.g. donations, subscriptions). | 4,325 | 4,691 | 5,061 | 14,077 |
| | 0 | 0 | 0 | 0 |

| | | | | |
|---------------|----------|----------|----------|----------|
| TOTAL: | 0 | 0 | 0 | 0 |
|---------------|----------|----------|----------|----------|

What other funders are currently considering the proposal?

| Source | Year 1 | Year 2 | Year 3 | Total |
|---------------------------------------|--------|--------|--------|--------|
| Food Co-op expected income generation | 10,500 | 10,710 | 10,924 | 32,134 |
| | 0 | 0 | 0 | 0 |

| | | | | |
|---------------|---------------|---------------|---------------|---------------|
| TOTAL: | 10,500 | 10,710 | 10,924 | 32,134 |
|---------------|---------------|---------------|---------------|---------------|

How much is requested from the Trust?

| Expenditure heading | Year 1 | Year 2 | Year 3 | Total |
|---|--------|--------|--------|--------|
| Community Food and Training Project Co-ordinator - 4 days | 28,131 | 28,412 | 28,697 | 85,240 |
| Advice Worker - 1 day | 5,620 | 5,676 | 5,733 | 17,029 |
| Other training costs | 2,334 | 2,334 | 2,334 | 7,002 |
| Volunteer expenses (£40 per week) | 2,080 | 2,080 | 2,080 | 6,240 |
| Contribution to central overheads (e.g. utilities, insurance) | 835 | 498 | 156 | 1,489 |

| | | | | |
|---------------|---------------|---------------|---------------|----------------|
| TOTAL: | 39,000 | 39,000 | 39,000 | 117,000 |
|---------------|---------------|---------------|---------------|----------------|

Finance details

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

| | | |
|-----------------------|------------------------|----------------------|
| Financial year ended: | Month: March | Year: 2015 |
|-----------------------|------------------------|----------------------|

| Income received from: | £ |
|-----------------------------------|------------------|
| Voluntary income | 292,024 |
| Activities for generating funds | 116,291 |
| Investment income | 4,239 |
| Income from charitable activities | 1,412,569 |
| Other sources | 0 |
| Total Income: | 1,825,123 |

| Expenditure: | £ |
|---|------------------|
| Charitable activities | 1,827,620 |
| Governance costs | 13,378 |
| Cost of generating funds | 25,326 |
| Other | -69,564 |
| Total Expenditure: | 1,796,760 |
| Net (deficit)/surplus: | 28,363 |
| Other Recognised Gains/(Losses): | 5,498 |
| Net Movement in Funds: | 33,861 |

| Asset position at year end | £ |
|----------------------------|------------------|
| Fixed assets | 1,718,993 |
| Investments | 59,312 |
| Net current assets | 711,479 |
| Long-term liabilities | 0 |
| *Total Assets (A): | 2,489,784 |

| Reserves at year end | £ |
|-----------------------------|------------------|
| Restricted funds | 1,640,961 |
| Endowment Funds | 0 |
| Unrestricted funds | 848,823 |
| *Total Reserves (B): | 2,489,784 |

* 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?
71-80%

Organisational changes

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

None

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 | 1,253,814 | 1,260,170 | 1,270,620 |
| London Councils | 0 | 0 | 0 |
| Health Authorities | 42,819 | 42,819 | 42,819 |
| 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 | 2012 £ | 2013 £ | 2014 £ |
|-------------------------------|-----------|-----------|-----------|
| The Rank Foundation | 15,000 | 20,000 | 18,827 |
| Henry Smith Charity | 0 | 0 | 27,600 |
| Big Lottery Local Food Scheme | 43,254 | 50,459 | 0 |
| BBC Children in Need | 5,569 | 5,600 | 10,581 |
| The Grocers' Charity | 0 | 20,000 | 0 |

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: **Rupert Williams**

Role within **Director**
Organisation:

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The City Bridge Trust

Investing In Londoners: Application for a grant



About your organisation

| | |
|--|--|
| Name of your organisation: Waltham Forest CAB | |
| If your organisation is part of a larger organisation, what is its name? | |
| In which London Borough is your organisation based? Waltham Forest | |
| Contact person: Ms Suna Panayiotou | Position: Chief Executive |
| Website: http://www.walthamforestcab.org.uk | |
| Legal status of organisation: Registered Charity | Charity, Charitable Incorporated Company or company number: 1075780 |
| When was your organisation established? 18/01/1999 | |

Grant Request

| |
|--|
| Under which of City Bridge Trust's programmes are you applying? Reducing Poverty |
| Which of the programme outcome(s) does your application aim to achieve? More Londoners with improved economic circumstances More people accessing debt and legal services |
| Please describe the purpose of your funding request in one sentence. To extend outreach services to GP surgeries in Waltham Forest, reaching more vulnerable clients living in poverty who may not currently be accessing our support. |
| When will the funding be required? 01/04/2016 |
| How much funding are you requesting? Year 1: £45,397 Year 2: £46,244 Year 3: £47,631 Total: £139,272 |

Aims of your organisation:

Waltham Forest Citizens Advice Bureau provides free, independent, confidential and impartial advice to everyone on their rights and responsibilities. We value diversity, promote equality and challenge discrimination. Our aims are:

- To provide the advice people need for the problems they face
- To improve the policies and practices that affect people's lives.
- To be recognised and respected as the main generalist advice agency in Waltham Forest
- To attract additional resources into Waltham Forest to provide additional services for the benefit of its citizens, sharing our good practice and providing support to other not-for-profit organisations
- To be recognised and respected as a leading advice agency in Greater London in those areas where we have developed specialist services (welfare benefits, debt, and immigration) and targeted outreach services
- To be recognised and respected for the quality of the social policy information produced from the service we provide, highlighting welfare benefits reform, poverty, discrimination, equality and human rights.

Main activities of your organisation:

During 2014/15 we supported 7,507 clients. 74% of enquiries were resolved through our generalist gateway service, and a further 26% of clients were provided with specialist advice, information and casework services in welfare benefits, debt, employment and immigration for vulnerable clients e.g. those with mental ill health as well as for those living in social housing.

We helped clients to claim £1,180,659 in benefit entitlements, and supported them in writing off debt of £416,090.

We have a number of relationships in place with key partners to ensure that all clients can be referred for a more specialist level of support if required. We are the lead partner in the Advice Waltham Forest Partnership, within this we ensure that all cases requiring medium or high level advocacy are referred to one of our key partners within the partnership.

We deliver our services from our bureau in Walthamstow, and through daily outreach sessions utilising local libraries, children centres, and Job Centre Plus.

Number of staff

| Full-time: | Part-time: | Management committee members: | Active volunteers: |
|------------|------------|-------------------------------|--------------------|
| 16 | 14 | 13 | 18 |

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 | 10 years |

Summary of grant request

Aims

It is our strategic ambition to explore ways in which we can extend our reach into the community, so that we reach more vulnerable individuals, in particular those with mental ill health, physical and learning disabilities, long-term illnesses and health conditions.

With funding from the City Bridge Trust we would like to extend our outreach services -both specialist and generalist, to include GP practices across Waltham Forest. By working with GP's we will be able to increase our reach to those that need it most.

Delivery

We will put in place a model as follows:

- Prescription based referrals appointments for advice and support.
- Where possible referral appointments will take place in the GP Practice, within a regular outreach clinic
- Patients visiting the GP practice can also attend the outreach clinics on an ad-hoc basis without an appointment if required -- the clinics will be promoted with leaflets and posters in each GP practice.
- Once need has been established during a referral appointment, the Caseworker will aim to resolve the issue at the first appointment, or make further appointments -- utilising our higher level advocacy partners within Advice Waltham Forest if more specialist support is needed.

Initially we propose working with 3 GP practices in the borough, and will extend this to 4 over the 3 years of the funding.

Need and why WF CAB?

We have strong relationships with many GP practices in the area, and we know that they recognise the importance that timely advice and support can have on an individuals health outcomes. We already have agreement in principle from 3 GP practices in the borough: Lime Tree Surgery, Leytonstone; Lime Tree & Sinnott Healthcare, Walthamstow; Oliver Road Medical Surgery, Leyton.

Our client's problems, usually financial, have a negative consequence for their health and wellbeing and GPs report an increasing need for social welfare advice.

By working with GP's we can ensure that our advice and action can be at an earlier stage, as a preventative measure, rather than at a crisis point. Interventions are likely to prevent homelessness, money and debt problems, and improve access to benefits.

Programme Outcomes

Working with GPs to extend our reach to more vulnerable people will enable us to improve the economic circumstances of 1200 individuals that may not have accessed our support otherwise. We know that within our mental health specialist support provision we do not currently reach all that need it in the borough. We don't currently receive any referrals from GP's, and yet we know that this is where many individuals may first raise problems coping with debt, housing related issues, benefit support -- which often result in a requirement for legal support. We will increase the number of individuals accessing out debt and legal services support through this new outreach service.

Good practice principles:

- we seek feedback from all clients via surveys, and adapt services accordingly, we are in process of setting up a formal user-forum.
- We will work with GP clinics to ensure that we reach the most vulnerable. WF is ranked the 15th most deprived borough nationally. 62% of the population is from minority ethnic backgrounds. 29% of our clients have a disability or long-term health condition.
- We have 18 volunteers providing 5100 hours of service. These are from the local community and their ongoing development, training and support is a key element of our Volunteer Strategy.

- We have a comprehensive Environmental Statement with practical actions in place around sourcing food, our supply chain procurement, transport, use of energy, waste and general awareness and provision of advice.

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?

AQS - both generalist and specialist with case work for debt, employments and benefits

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.

To establish outreach clinics in 4 GP centre's across Waltham Forest, (3 in Year 1, 4 in Year 2) ensuring a presence in the north, south, east and west of the borough.

Awareness sessions held with GP's, nurses, and key staff at each clinic that signs up to the project, together with promotion of outreach clinics throughout the clinics via leaflets and posters.

To provide advice and support appointments via GP social prescription to individuals with mental ill health, physical and learning disabilities, long-term illnesses and health conditions. Each individual will receive a diagnostic interview and follow up for intensive care work or a 'warm referral' to an Advice Waltham Forest partner organisation.

To provide outreach clinics in each GP on a monthly rotation basis, so that all clients can access our services on an ad-hoc basis. This will ensure that we reach more individuals who are within the GP practice, and have support needs, but may not raise them with their GP.

Develop a long term business case and sustainability strategy for GP outreach services, and 'advice on prescription' model.

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.

We reach more individuals that need our support: 300 clients a year referred for appointments via 'prescription' model, and a further 120 access our GP outreach clinic.

More individuals in Waltham Forest have improved economic circumstances: with targets in place for the average benefit gain, debt repayments written off or re-scheduled, and prevention of homelessness.

Clients have improved confidence at handling their economic circumstances: they will be provided with the tools and signposting to better manage their personal finances, and referral to employment services where needed.

More individuals in Waltham Forest access our debt and legal services, and are given legal services support where needed. All clients requiring higher level advocacy will be referred to an Advice Waltham Forest partner if appropriate.

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 will work closely with the Clinical Commissioning Group and GPs throughout the pilot as key stakeholders so that we establish the best model to achieve outcomes for our clients. We will use this evidence to apply for continued funding, and to develop a robust business case and sustainability strategy for the project.

Who will benefit?

About your beneficiaries

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

420

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

Waltham Forest (100%)

What age group(s) will benefit?

16-24

25-44

45-64

65-74

75 and over

What gender will beneficiaries be?

Male

Female

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?

21-30%

Funding required for the project

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

| Expenditure heading | Year 1 | Year 2 | Year 3 | Total |
|---|--------|--------|--------|---------|
| GP Outreach Project Caseworker 1FTE | 34,657 | 35,697 | 36,768 | 107,121 |
| Quality and Network Co-ordinator 0.05 FTE | 2,700 | 2,781 | 2,864 | 8,345 |
| Staff Recruitment | 500 | 0 | 0 | 500 |
| Staff Training | 500 | 515 | 530 | 1,545 |
| Travel Costs | 120 | 124 | 127 | 371 |
| Telecoms and IT | 720 | 742 | 764 | 2,225 |
| Publicity costs | 100 | 103 | 106 | 309 |
| Overheads | 6,100 | 6,283 | 6,471 | 18,854 |
| | 0 | 0 | 0 | 0 |

| | | | | |
|---------------|---------------|---------------|---------------|----------------|
| TOTAL: | 45,397 | 46,244 | 47,631 | 139,272 |
|---------------|---------------|---------------|---------------|----------------|

What income has already been raised?

| Source | Year 1 | Year 2 | Year 3 | Total |
|--------------------|--------|--------|--------|-------|
| none at this stage | 0 | 0 | 0 | 0 |
| | 0 | 0 | 0 | 0 |

| | | | | |
|---------------|----------|----------|----------|----------|
| TOTAL: | 0 | 0 | 0 | 0 |
|---------------|----------|----------|----------|----------|

What other funders are currently considering the proposal?

| Source | Year 1 | Year 2 | Year 3 | Total |
|--------------------|--------|--------|--------|-------|
| none at this stage | 0 | 0 | 0 | 0 |
| | 0 | 0 | 0 | 0 |

| | | | | |
|---------------|----------|----------|----------|----------|
| TOTAL: | 0 | 0 | 0 | 0 |
|---------------|----------|----------|----------|----------|

How much is requested from the Trust?

| Expenditure heading | Year 1 | Year 2 | Year 3 | Total |
|---|--------|--------|--------|---------|
| GP Outreach Project Caseworker 1 FTE | 34,657 | 35,697 | 36,768 | 107,121 |
| Quality and Network Co-ordinator 0.05 FTE | 2,700 | 2,781 | 2,864 | 8,345 |
| Staff Recruitment | 500 | 0 | 0 | 500 |
| Staff Training | 500 | 515 | 530 | 1,545 |
| Travel Costs | 120 | 124 | 127 | 371 |
| Telecoms and IT | 720 | 742 | 764 | 2,225 |
| Publicity costs | 100 | 103 | 106 | 309 |
| Overheads | 6,100 | 6,283 | 6,471 | 18,854 |
| | 0 | 0 | 0 | 0 |

| | | | | |
|---------------|---------------|---------------|---------------|----------------|
| TOTAL: | 45,397 | 46,244 | 47,631 | 139,272 |
|---------------|---------------|---------------|---------------|----------------|

Finance details

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

| | | |
|-----------------------|------------------------|----------------------|
| Financial year ended: | Month: March | Year: 2015 |
|-----------------------|------------------------|----------------------|

| Income received from: | £ |
|-----------------------------------|------------------|
| Voluntary income | 421 |
| Activities for generating funds | 0 |
| Investment income | 157 |
| Income from charitable activities | 1,044,858 |
| Other sources | 0 |
| Total Income: | 1,045,436 |

| Expenditure: | £ |
|---|----------------|
| Charitable activities | 977,983 |
| Governance costs | 9,554 |
| Cost of generating funds | 0 |
| Other | 0 |
| Total Expenditure: | 987,537 |
| Net (deficit)/surplus: | 57,899 |
| Other Recognised Gains/(Losses): | 0 |
| Net Movement in Funds: | 57,899 |

| Asset position at year end | £ |
|----------------------------|----------------|
| Fixed assets | 31,355 |
| Investments | 0 |
| Net current assets | 309,790 |
| Long-term liabilities | 0 |
| *Total Assets (A): | 341,145 |

| Reserves at year end | £ |
|-----------------------------|----------------|
| Restricted funds | 10,797 |
| Endowment Funds | 0 |
| Unrestricted funds | 330,348 |
| *Total Reserves (B): | 341,145 |

* 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?
61-70%

Organisational changes

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

none

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 | 544,270 | 546,361 | 606,912 |
| London Councils | 0 | 0 | 0 |
| Health Authorities | 56,694 | 57,000 | 64,500 |
| Central Government departments | 183,441 | 51,741 | 2,617 |
| 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 | 2012 £ | 2013 £ | 2014 £ |
|---|-----------|-----------|-----------|
| Big Lottery - Advice Services Transition Fund | 0 | 87,903 | 171,756 |
| Ascham Homes | 37,494 | 90,000 | 90,000 |
| Trust For London | 0 | 37,500 | 37,125 |
| Toynbee Hall Project | 45,000 | 45,825 | 43,876 |
| London & Quadrant Housing Association | 0 | 18,975 | 23,650 |

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: **Suna Panayiotou**

Role within **Chief Executive**
Organisation:

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The City Bridge Trust
Investing In Londoners:
Application for a grant



About your organisation

| | |
|--|---|
| Name of your organisation: Reach Volunteering | |
| If your organisation is part of a larger organisation, what is its name? | |
| In which London Borough is your organisation based? Lambeth | |
| Contact person: Mr. Andrew Phillips | Position: Fundraising Manager |
| Website: http://www.reachskills.org.uk | |
| Legal status of organisation: Registered Charity | Charity, Charitable Incorporated Company or company number: 278837 |
| When was your organisation established? 08/10/1979 | |

Grant Request

| |
|--|
| Under which of City Bridge Trust's programmes are you applying? Strengthening London's Voluntary Sector |
| Which of the programme outcome(s) does your application aim to achieve? More organisations with improved skills in financial management |
| Please describe the purpose of your funding request in one sentence. To strengthen governance of smaller London voluntary organisations by supporting their boards to address their skills gaps and fill their trustee vacancies |
| When will the funding be required? 01/02/2016 |
| How much funding are you requesting? Year 1: £45,000 Year 2: £45,000 Year 3: £0 Total: £90,000 |

Aims of your organisation:

Reach has a vision of a society where all charities and voluntary organisations can easily access the skills and support they need to succeed. Its mission is to provide fulfilling skilled volunteering opportunities to enable voluntary and community organisations across the UK to improve their effectiveness

Reach is the UK's leading skilled volunteering charity. For over 35 years we've been connecting charities with the skills they need to survive and prosper. We help charities find the key skills they urgently need, skills such as management, finance IT, HR, planning and communications. We aim to provide charities with crucial additional capacity, helping them to build greater capability and gain access to the expertise, ideas or thinking that will enable them to do great things.

Main activities of your organisation:

Reach helps charities to secure the skills and expertise that they need but cannot access otherwise. We enable charities to recruit volunteers with valuable experience and knowledge, in three main areas:

- strengthening governance, recruiting Chairs, Treasurers or trustees with particular expertise
- increasing capacity to do more, by finding volunteers to co-ordinate or deliver frontline services benefitting end users more efficiently;
- increasing organisational effectiveness, recruiting volunteers who help in a range of areas including the management of people, property or other resources, generating income, or raising the organisation's profile

We assist charities in defining their needs, developing good volunteering roles and then recruiting the right volunteer. We 'match-make' charities and prospective volunteers, make introductions and follow up to assess placement effectiveness.

Number of staff

| Full-time: | Part-time: | Management committee members: | Active volunteers: |
|------------|------------|-------------------------------|--------------------|
| 2 | 5 | 7 | 30 |

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 | until 2020 |

Summary of grant request

The need:

Over half the charities in England & Wales have at least one vacancy on their board. (NPC Board Matters, 2009). Reach's own research with small and medium sized charities confirmed that over half of the 600 respondents had difficulty in filling their Board positions and needed additional volunteer support in key areas of strategic, business and operational planning together with financial control. The greatest need to recruit these high-level skills came directly from smaller charities and grassroots organisations with turnover of under £2m .

What we will do:

We will strengthen the governance of small organisations (turnover under £2m) within London, by

Providing a free-to-access trustee recruitment service that enables charities to fill identified skills gaps and broaden the expertise on their boards

Supporting a new cohort of professionals with in-demand skills and expertise to join the boards of small / medium charities (through our online service, and our extended network including LinkedIn, corporate volunteering programmes, relationships with other institutions and awareness campaigns)

Promoting awareness and understanding of good governance by developing, promoting and sharing good practice resources (through our Knowledge Centre, and social media), running events and facilitating online conversations, and launching awards to shine the spotlight on different facets of good governance.

Why Reach:

In the last 5 years our TrusteeWorks service has become the biggest single source of trustees to the sector. In the last year (culminating Nov 2015), we helped recruit 247 trustees for around 200 charities across Greater London; trustees with key skills such as finance, business and IT, transferring £3.5 million of high level expertise. Demand for TW is increasing rapidly with a 70% rise in requests for support (over same period previous year) since the launch of our online service. We currently have 350 trustee vacancies from charities across London.

Reach is uniquely placed to support governance across the capital: our new online self-service platform provides an efficient and transparent way for charities to recruit board members with specific skills, and we can provide them with access to a growing network of prospective candidates, both on Reach's growing database and beyond, through LinkedIn and relationships with corporates, professional membership bodies and the like.

TW directly contributes to "strengthening the voluntary sector" by recruiting trustees with valuable expertise; in many cases we help organisations develop better financial management. We recruit treasurers and trustees with business expertise who improve charities' financial oversight and planning. We know from our evaluation that these trustees make a significant contribution to strengthening the governance of the charity they join.

Principles of good practice:

We evaluate the impact of our service downstream by surveying charities who have recruited a trustee through us, six months after placement. We ask about the contribution the individual has made, and how this has affected the organisation itself. We also ask the trustee about their experience.

As part of this survey we ask both organisations and volunteers about their experience of our service, and where it can be improved. We conducted a series of phone interviews after the launch of our new service to gain feedback on user experiences. We also regularly review content of online conversations to assess how effective the service is in facilitating

constructive dialogue between charities and volunteers. We provide one-to-one support and advice to users, often from smaller charities, who are less confident digitally. We collaborate with others like SCC to help promote our service to this group.

We share all our resources and guides freely, through our Knowledge Centre, and blogs. We are a very open and collaborative organisation and work closely with many partners

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? **No**

What Quality Marks does your organisation currently hold?

none

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.

Over the next 2 years Reach will deliver 700 governance placements across the Capital and within the M25 ring for groups with a t/o of under £2m. Target Yr 1 300, Yr 2 400 (an overall increase of 60% on 2015 result)

Reach will encourage a greater number London charities, whatever their size to use the TW service and register their board requirements.

Target Yr 1 560, Yr 2 740

Over the next 2 years Reach will encourage and recruit 1,400 volunteers across London with the identified high level skills and a willingness to become trustees. We will develop new partnerships with key professional/public bodies and corporates to attract specific in -demand skills (e.g. finance and accountancy).

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.

Reach will help transfer £9.8m of vital high level skills to smaller charities and grass roots groups over the next 2 years. This is based on the assumption that each governance placement is worth the financial equivalent of £14,000 of expertise to the organisations supported.

85% of the recruiting organisations will report that the trustee has improved the overall governance of their organisation; and 80% that the trustees made a positive impact on board diversity, helped the organisation be more effective, and improved the board dynamic.

Around 35,000 end users will benefit either directly indirectly from the support we provide to the charities and voluntary groups assisted

An increased pool of 1,400 of new volunteers willing to engage in active citizenship, using their professional, management and career skills in support of charity boards across the Capital. Groups will have access to expertise in key areas such as finance, marketing, IT, strategic planning project management and income generation.

At least 60% of our placed trustees will have served for at least a 6 month period. and contributed to one of 9 target areas. (support/challenge to the CEO, management of risk, direction and strategy)

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?

TrusteeWorks income has grown in 2015 and further increases are projected over the next two years. Although we anticipate the service will continue to become more sustainable the intention is that it will remain subsidised, with the requirement of grant funding for the foreseeable future. We continue to undertake a comprehensive fundraising programme to cover costs and meet future demand.

Who will benefit?

About your beneficiaries

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

15,000

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?

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 |
|---|--------|--------|--------|-------|
| Staff salaries (equating to 2.4 FTE) | 61,899 | 63,756 | 0 | 0 |
| Staff/volunteer travel expenses | 5,800 | 5,985 | 0 | 0 |
| Office costs, rent, heating, communications etc | 54,158 | 55,783 | 0 | 0 |
| IT & website support and maintenance | 9,000 | 6,000 | 0 | 0 |
| Marketing & TW promotion | 8,000 | 5,000 | 0 | 0 |
| Training & development | 1,200 | 1,236 | 0 | 0 |
| Good practice and evaluation of TW service | 2,000 | 1,500 | 0 | 0 |
| | 0 | 0 | 0 | 0 |
| | 0 | 0 | 0 | 0 |

| | | | | |
|---------------|----------------|----------------|----------|----------|
| TOTAL: | 142,057 | 139,260 | 0 | 0 |
|---------------|----------------|----------------|----------|----------|

What income has already been raised?

| Source | Year 1 | Year 2 | Year 3 | Total |
|---|--------|--------|--------|-------|
| Tudor Trust final yr £30k, Sobell Fdn £20k, 3yrs | 50,000 | 20,000 | 0 | 0 |
| Income from TW service, tiered levels of servicet | 45,000 | 50,000 | 0 | 0 |
| | 0 | 0 | 0 | 0 |
| | 0 | 0 | 0 | 0 |

| | | | | |
|---------------|---------------|---------------|----------|----------|
| TOTAL: | 95,000 | 70,000 | 0 | 0 |
|---------------|---------------|---------------|----------|----------|

What other funders are currently considering the proposal?

| Source | Year 1 | Year 2 | Year 3 | Total |
|---|--------|--------|--------|-------|
| Leathersellers' Company | 15,000 | 15,000 | 0 | 0 |
| John Ellerman Fdn Mar 2016(inc core) app in | 45,000 | 45,000 | 0 | 0 |
| Other small apps | 10,000 | 10,000 | 0 | 0 |
| | 0 | 0 | 0 | 0 |

| | | | | |
|---------------|---------------|---------------|----------|----------|
| TOTAL: | 70,000 | 70,000 | 0 | 0 |
|---------------|---------------|---------------|----------|----------|

How much is requested from the Trust?

| Expenditure heading | Year 1 | Year 2 | Year 3 | Total |
|---------------------|--------|--------|--------|-------|
| Staff salaries | 30,000 | 30,000 | 0 | 0 |
| Office costs | 15,000 | 15,000 | 0 | 0 |
| | 0 | 0 | 0 | 0 |
| | 0 | 0 | 0 | 0 |

| | | | | |
|---------------|---------------|---------------|----------|----------|
| TOTAL: | 45,000 | 45,000 | 0 | 0 |
|---------------|---------------|---------------|----------|----------|

Finance details

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

| | | |
|-----------------------|---------------------------|----------------------|
| Financial year ended: | Month: December | Year: 2014 |
|-----------------------|---------------------------|----------------------|

| Income received from: | £ |
|-----------------------------------|----------------|
| Voluntary income | 352,902 |
| Activities for generating funds | 0 |
| Investment income | 0 |
| Income from charitable activities | 47,547 |
| Other sources | 52,157 |
| Total Income: | 452,606 |

| Expenditure: | £ |
|---|--------------------|
| Charitable activities | 429,448 |
| Governance costs | 11,294 |
| Cost of generating funds | 39,484 |
| Other | 0 |
| Total Expenditure: | 480,226 |
| Net (deficit)/surplus: | -27,620 |
| Other Recognised Gains/(Losses): | 0 |
| Net Movement in Funds: | (27,620) -0 |

| Asset position at year end | £ |
|----------------------------|---------------|
| Fixed assets | 1,199 |
| Investments | 0 |
| Net current assets | 83,129 |
| Long-term liabilities | 0 |
| *Total Assets (A): | 84,328 |

| Reserves at year end | £ |
|-----------------------------|---------------|
| Restricted funds | 0 |
| Endowment Funds | 0 |
| Unrestricted funds | 84,328 |
| *Total Reserves (B): | 84,328 |

* 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: Alice Memminger appointed to our Board (January 2015) - details on our website. Reach is remaining at Albert Embankment for the next 5 years and has signed a new 5 year lease in March 2015 at a rental of £25 per square foot with a two month rental holiday upon commencement. This equates to an annual increase in rental of approximately £3k. |
|--|

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 | 0 | 0 | 0 |
| London Councils | 0 | 0 | 0 |
| Health Authorities | 0 | 0 | 0 |
| Central Government departments | 0 | 0 | 0 |
| Other statutory bodies | 0 | 0 | 50,000 |

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 £ |
|--------------------------|-----------|-----------|-----------|
| Tudor Trust | 0 | 50,000 | 45,000 |
| Esmee Fairbairn | 0 | 40,000 | 40,000 |
| Dulverton Trust | 0 | 33,000 | 0 |
| Clothworkers' Company | 7,500 | 15,000 | 33,000 |
| John Ellerman Foundation | 0 | 0 | 45,000 |

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: **Andrew Phillips**

Role within **Fundraising Manager**
Organisation:

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The City Bridge Trust
Investing In Londoners:
Application for a grant



About your organisation

| | |
|--|--|
| Name of your organisation: StreetGames | |
| If your organisation is part of a larger organisation, what is its name? | |
| In which London Borough is your organisation based? Lambeth | |
| Contact person: Mr Simon Lister | Position: Strategic Lead - London |
| Website: http://www.streetgames.org | |
| Legal status of organisation: Registered Charity | Charity, Charitable Incorporated Company or company number: 1113542 |
| When was your organisation established? 01/04/2005 | |

Grant Request

| |
|---|
| Under which of City Bridge Trust's programmes are you applying? Strengthening London's Voluntary Sector |
| Which of the programme outcome(s) does your application aim to achieve? More organisations with the skills to improve their volunteer management |
| Please describe the purpose of your funding request in one sentence. To capacity build 60 voluntary, community and social enterprise organisations across London, to give them the knowledge and skills to enhance their youth volunteering work. |
| When will the funding be required? 02/05/2016 |
| How much funding are you requesting? Year 1: £47,547 Year 2: £48,843 Year 3: £51,667 Total: £148,057 |

Aims of your organisation:

The StreetGames charity was launched in 2006 to use the power and attraction of sport to improve the lives of disadvantaged young people, and the communities they live in. Our vision is to create and lead a network of independent, community-based organisations that work together to increase sporting opportunities in our poorest communities. StreetGames provides leadership, a voice for sport in deprived areas, and a range of services and products that enhance the sporting offer at a local level. We call this offer 'doorstep sport'. Equality is at the heart of our work, and we have achieved some especially good outcomes in tackling gender equality. StreetGames is committed to the concept of 'sport for good'. Doorstep sport has a proven impact on physical and mental health, resilience, and employability skills. We also impact on social cohesion and community safety. A priority is to develop the volunteering and active citizenship skills of disadvantaged young people.

Main activities of your organisation:

StreetGames leads a network of over 600 local projects that deliver doorstep sport in deprived areas across the UK. These projects are from the public and third sectors. 'Doorstep sport' is a multi-sport offer focused on fun and friendship, and includes dance and fitness. It is free or low-cost, and meets the needs of disadvantaged young people.

StreetGames designs innovative, award winning programmes that are successful at both increasing and sustaining new participation. Good examples are 'Us Girls', 'Doorstep Sport Clubs', 'Club 1' and 'StreetGames Young Volunteers'.

Our Training Academy passes on the most up-to-date insight about what works to front-line workers and volunteers through workshops and courses. We train over 3000 people every year, many securing new qualifications.

We operate national partnerships with Sport England and DH and are currently working across Whitehall to create a new community sport apprenticeship framework.

StreetGames has a good track record of managing and delivering projects in London.

Number of staff

| Full-time: | Part-time: | Management committee members: | Active volunteers: |
|------------|------------|-------------------------------|--------------------|
| 43 | 6 | 11 | 1,200 |

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 | two and a half years |

Summary of grant request

We would like to capacity build 60 community, voluntary and social enterprise organisations across London, (40 in our existing network and 20 new) to support their long-term sustainability by improving their volunteer management skills and knowledge. The 60 organisations will all be smaller and less well-resourced.

In particular:

- Develop the 60 organisations into a coherent network that support each other with their youth volunteering work. We will identify a lead person in each organisation who coordinates the youth volunteering
- Train each of the 60 organisations in the successful components of the 'StreetGames Young Volunteers Programme' so that they can effectively recruit mentor and upskill local young people in their new volunteering roles. This includes how to recruit volunteers from the weekly participants who come to play sport, how to run peer to peer volunteering, increasing youth led activities, how to deliver employability skills and how to use mentors to ensure the young volunteers gain the most from the experience. Many of our young volunteers gain qualifications to enable them to become paid sports coaches and fitness instructors
- Ensure girls and young women, young disabled people, migrants, NEETs, homeless, young people with mental health issues and other underrepresented groups are being recruited as volunteers within the network.
- Help organisations in the network to gain a better understanding of Traineeships and Apprenticeships and how they could be utilised to support volunteering
- Deliver a Youth Sports Volunteering Conference every year to share learning and good practice between the 60 organisations and to disseminate best practice to wider organisations.

Due to Government cuts, support given by Local Authorities to community organisations has reduced dramatically, which has created extra pressures and demands on the voluntary sector and removed critical capacity building support.

In our annual survey of StreetGames project in London, they have told us they require support with recruiting, managing and retaining volunteers, to ensure the sustainability of their organisations.

National data sets consistently show rates of volunteering in sport/physical activity are significantly lower amongst people from lower socio-economic groups.

We have recently received a 3 year funding award from the John Lyons Trust to undertake capacity building with voluntary organisations across their 9 London boroughs. Volunteering is an important part of the capacity building. Therefore, we have left these 9 boroughs out of our project plan for this City Bridge application.

This project will be overseen by our national Head of Youth and Sport, who set up the StreetGames Young Volunteers programme and has high level experience in youth work and youth volunteering.

We will appoint a new Volunteer Project Fieldworker (3 days a week) who will organise the capacity building work with all of the 60 organisations. They will deliver a clear project plan with robust targets that is reviewed monthly. This will include initial auditing of youth volunteering work across the network, and a training needs analysis of the 60 organisations. We will carefully evaluate the impact of this project using the City Bridge Principles of Good Practice. In particular, we will measure the cascade of our work on volunteer managers and then the young volunteers. We have systems to collect continuous feedback from the 60 organisations so that we can make any 'in-flight' adjustments to the project plan if necessary. We will share learning from the project through conferences, seminars, training courses, and our website learning portal.

The project will be delivered on an annual cycle, prioritising organisations most in need of support. Our plan is to support 20 community organisations in year 1, followed by 20 in year 2 and 20 in year 3.

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?

None

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.

Develop the 60 organisations into a coherent network that support each other with their youth volunteering work. We will identify a lead person in each organisation who coordinates the youth volunteering.

Train each of the 60 organisations to effectively recruit local young people including how to recruit volunteers from the weekly participants, how to run peer to peer volunteering, increasing youth led activities, how to deliver employability skills, and how to use mentors most effectively with young volunteers.

Ensure girls and young women, young disabled people, migrants, NEETs, homeless, young people with mental health issues and other underrepresented groups are being recruited as volunteers within the network.

Help organisations in the network to gain a better understanding of Traineeships and Apprenticeships and how they could be utilised to support volunteering.

Deliver a Youth Sports Volunteering Conference every year to share learning and good practice between the 60 organisations and to disseminate best practice to wider organisations.

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.

The creation of a new network of 60 community organisations that support each other with youth volunteering.

A significant increase in the number of motivated and skilled young volunteers in London, supported by a cohort of effective volunteer managers.

Sport, Dance and Fitness will be recognised as an ideal conduit to attract and retain young volunteers.

A new generation of young volunteers that are committed to improving their communities, leading to increased services and enhanced community cohesion. This new generation will be confident in advocating and representing so that local needs are heard.

The voluntary, community, and social enterprise sector of London will be better informed about using sport to increase youth volunteering through the effective dissemination of good practice arising from this project.

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 will improve the long term sustainability of the 60 organisations. There will no longer be a need for a project fieldworker at the end of 3 years, as the 60 will have improved systems, skills, and resources to more effectively manage, recruit and retain their volunteers.

Who will benefit?

About your beneficiaries

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

340

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?

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?

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 |
|-------------------------------------|--------|--------|--------|--------|
| Project Field Worker | 29,447 | 28,743 | 29,567 | 87,757 |
| Volunteer Leaders Training | 3,600 | 3,600 | 3,600 | 10,800 |
| Volunteer Leaders Support Resources | 3,000 | 3,000 | 3,000 | 9,000 |
| Volunteers Training Conference | 7,500 | 7,500 | 7,500 | 22,500 |
| Volunteer Clothing /Rewards | 4,000 | 6,000 | 8,000 | 18,000 |
| Volunteer Network Meetings | 3,000 | 3,000 | 3,000 | 9,000 |
| Training & Qualifications | 2,700 | 2,700 | 2,700 | 8,100 |
| Monitoring & Evaluation | 1,500 | 1,500 | 1,500 | 4,500 |
| | 0 | 0 | 0 | 0 |

| | | | | |
|---------------|---------------|---------------|---------------|----------------|
| TOTAL: | 54,747 | 56,043 | 58,867 | 169,657 |
|---------------|---------------|---------------|---------------|----------------|

What income has already been raised?

| Source | Year 1 | Year 2 | Year 3 | Total |
|-------------|--------|--------|--------|--------|
| StreetGames | 7,200 | 7,200 | 7,200 | 21,600 |
| | 0 | 0 | 0 | 0 |
| | 0 | 0 | 0 | 0 |
| | 0 | 0 | 0 | 0 |

| | | | | |
|---------------|--------------|--------------|--------------|---------------|
| TOTAL: | 7,200 | 7,200 | 7,200 | 21,600 |
|---------------|--------------|--------------|--------------|---------------|

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 |

| | | | | |
|---------------|----------|----------|----------|----------|
| TOTAL: | 0 | 0 | 0 | 0 |
|---------------|----------|----------|----------|----------|

How much is requested from the Trust?

| Expenditure heading | Year 1 | Year 2 | Year 3 | Total |
|--|--------|--------|--------|--------|
| Project Field Worker <i>and on-costs</i> | 29,447 | 28,743 | 29,567 | 87,757 |
| Volunteer Leaders Training | 3,600 | 3,600 | 3,600 | 10,800 |
| Volunteer Leaders Support Resources | 3,000 | 3,000 | 3,000 | 9,000 |
| Volunteers Training Conference | 7,500 | 7,500 | 7,500 | 22,500 |
| Volunteers Clothing /Rewards | 4,000 | 6,000 | 8,000 | 18,000 |
| | 0 | 0 | 0 | 0 |

| | | | | |
|---------------|---------------|---------------|---------------|----------------|
| TOTAL: | 47,547 | 48,843 | 51,667 | 148,057 |
|---------------|---------------|---------------|---------------|----------------|

Finance details

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

| | | |
|-----------------------|------------------------|----------------------|
| Financial year ended: | Month: March | Year: 2015 |
|-----------------------|------------------------|----------------------|

| Income received from: | £ |
|-----------------------------------|------------------|
| Voluntary income | 61,747 |
| Activities for generating funds | 112,863 |
| Investment income | 0 |
| Income from charitable activities | 9,048,474 |
| Other sources | 7,966 |
| Total Income: | 9,231,050 |

| Expenditure: | £ |
|---|------------------|
| Charitable activities | 8,921,276 |
| Governance costs | 58,596 |
| Cost of generating funds | 248,124 |
| Other | 0 |
| Total Expenditure: | 9,227,996 |
| Net (deficit)/surplus: | 3,054 |
| Other Recognised Gains/(Losses): | 0 |
| Net Movement in Funds: | 3,054 |

| Asset position at year end | £ |
|----------------------------|----------------|
| Fixed assets | 47,727 |
| Investments | 0 |
| Net current assets | 473,199 |
| Long-term liabilities | 0 |
| *Total Assets (A): | 520,926 |

| Reserves at year end | £ |
|-----------------------------|----------------|
| Restricted funds | 0 |
| Endowment Funds | 0 |
| Unrestricted funds | 520,926 |
| *Total Reserves (B): | 520,926 |

*** 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?
11-20%

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 | 0 | 0 | 5,000 |
| London Councils | 0 | 0 | 0 |
| Health Authorities | 54,556 | 131,035 | 127,895 |
| Central Government departments | 614,455 | 415,236 | 743,243 |
| Other statutory bodies | 250,831 | 115,648 | 196,536 |

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 £ |
|-----------------------------------|-----------|-----------|-----------|
| Spirit of 2012 | 0 | 0 | 185,362 |
| Comic Relief / BT supporters Club | 0 | 14,750 | 59,000 |
| Garfield Weston | 1,000 | 25,000 | 25,000 |
| The Big Give | 0 | 16,830 | 3,020 |
| Rockerfeller Philanthropy | 12,620 | 0 | 0 |

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: **Simon Lister**

Role within **London Strategic Lead**
Organisation:

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The City Bridge Trust
Investing In Londoners:
Application for a grant



About your organisation

| | |
|--|--|
| Name of your organisation: Voluntary Action Harrow | |
| If your organisation is part of a larger organisation, what is its name? | |
| In which London Borough is your organisation based? Harrow | |
| Contact person: Mr Alexander Buckmire | Position: Research & Development Director |
| Website: http://www.voluntaryactionharrow.org.uk | |
| Legal status of organisation: Registered Charitable Industrial and | Charity, Charitable Incorporated Company or company number: 7554530 |
| When was your organisation established? 04/04/2011 | |

Grant Request

| |
|---|
| Under which of City Bridge Trust's programmes are you applying? Strengthening London's Voluntary Sector |
| Which of the programme outcome(s) does your application aim to achieve? More organisations with improved capabilities in monitoring, evaluation and impact reporting |
| Please describe the purpose of your funding request in one sentence. To strengthen monitoring, evaluation and impact reporting practices in Harrow's Voluntary, Community & Social Enterprise Sector through an intensive training and development programme. |
| When will the funding be required? 04/04/2016 |
| How much funding are you requesting? Year 1: £27,310 Year 2: £26,900 Year 3: £27,040 Total: £81,250 |

Aims of your organisation:

Vision: The local voluntary & community sector have the skills, resources and support to achieve their objectives.

Mission and Purpose: Develop a strong, independent, purposeful and unified not-for-profit sector in Harrow, and support the growth of a successful co-operative movement in West London, by providing information, training and guidance.

Values: Co-operatives are based on the values of self-help, self-responsibility, democracy, equality, equity and solidarity. In the tradition of their founders, co-operative members believe in the ethical values of honesty, openness, social responsibility and caring for others.

Main activities of your organisation:

Voluntary Action Harrow Co-operative work with the voluntary and community sector providing information, training and guidance to help them achieve their objectives.

Based in Harrow, we are a not-for-profit co-operative owned by our workers. We are all local residents of Harrow with in-depth knowledge of the local area and who's doing what. Our members collectively have over 35 years' experience in the voluntary, community and social enterprise sector, specialising in capacity building in a variety of different organisational development areas.

We've worked with a diverse range of local organisations from small community groups, to regional and international charities. We also run, manage and co-ordinate projects working with local people and groups to help them make a difference in their local community.

Number of staff

| Full-time: | Part-time: | Management committee members: | Active volunteers: |
|------------|------------|-------------------------------|--------------------|
| 1 | 3 | 0 | 1 |

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 | Three Year Contract |

Summary of grant request

Project Need

In recent year's local voluntary, community & social enterprise sector organisations (VCSEO) have seen a significant change in expectations to accurately monitor, evaluate and measure their social impact. They are also now required to present their evidence to a wider audience of funders due to a diverse funding portfolio which includes the general public. Organisations have stated they need our help in these organisational development areas to improve their effectiveness.

Since April 2015, we have received 83 requests for training in research, monitoring and evaluation. A survey of 34 advocacy organisations stated 47.06% felt they were ineffective with their research and evaluation methods with 26.47% saying they were fairly effective. When asked how they would like to access any support to improve capacity and skills top answers included; 'a tailored support package', 'a Development Worker', 'In-house Training' and 'Group Training'.

In 2015, Harrow Council and Harrow Clinical Commissioning Group stated they will be moving towards an outcome based grants and commissioning programme. With over 90 organisations funded by the groups, and many relying on this funding, work has to be done to improve monitoring, evaluation and impact reporting skills to ensure the sustainability of local community projects.

Project Delivery Approach

Delivered by our Organisation Development Team, the work will be led by an experienced Development Manager who will be doing the capacity building and training for the project. They will be managed directly by their Peer Supervisor as well as report back to Directors of the co-operative. The Development Manager will be supported by an Admin & Engagement Volunteer to support in the administration and co-ordination of the programme.

Deliverables:

- Tailored One-to-one Support & Advice (Onsite & Offsite)
- Training Workshops
- Email, Online and Phone Support

Project Aims

The local VCSE engaged with the programme will:

- Improve their skills, knowledge and resources in monitoring, evaluation and impact reporting.
- Increase their confidence and ability to implement monitoring and evaluation systems.
- Embed good practice in demonstrating and reporting their performance and social impact.
- Be better equipped to implement an outcome-based approach in their work and project design.
- Recognise the importance of monitoring and evaluating in improving impact and performance.

Why Us

Our members collectively have over 35 years' experience working with VCSEO's, specialising in monitoring, evaluation and impact reporting. We are well known and respected for our effective and efficient monitoring systems. With a key objective to provide quality services, we prioritise providing solutions to needs in our community in particular with smaller, under-resourced VCSEO's. Our recent accreditation PQASSO Level 1 is a clear mark of our quality standards and approach. We are committed to the promotion of social, environmental and economic values, as well as the global co-operative values and principles.

Programme Outcomes

- Tailored support package to embed robust, user-friendly, outcome-based, and feasible systems with onsite and remote access to high-quality and comprehensive advice.
- Strengthen capacity of VCSEO's so they are confident in monitoring and evaluating their work and ensure they know how to report their impact.

-Training workshops to ensure organisations follow best practice, as well as chance for collaborations and peer-to-peer learning.

Principles of Good Practice

-Cascade Benefit: Our monitoring and evaluating framework will track impact through user feedback.

-User Involvement: Co-design of development and delivery of the programme will ensure effectiveness, as well as periodic evaluation of outcomes.

-Improve Access: Training and one-to-one support will have the option of being held in accessible venues and out of working hours to improve access from smaller, less well-resourced organisations.

-Sharing Learning: Participants will be encouraged to share practice with peers and networks. Resources will also be made available online.

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?

PQASSO Level 1 (October 2015)

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.

Provide 12 training sessions for Harrow's Voluntary, Community & Social Enterprise Groups on a variety of monitoring, evaluation and impact reporting topics, giving opportunity for peer-to-peer learning and development.

Provide at least 60 Harrow's Voluntary, Community & Social Enterprise Groups with a tailored one-to-one support and advice package (onsite & offsite).

Provide telephone, face-to-face, online platform and email support through advice and resource-sharing to at least 30 Harrow Voluntary, Community & Social Enterprise Groups.

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.

At least 80% of groups will have improved knowledge, skills and resources to design and implement monitoring, evaluation and impact reporting systems.

At least 80% of groups will have increased their confidence and ability to implement monitoring, evaluation and impact reporting systems.

At least 80% of groups will have embedded good practice in demonstrating and reporting their performance and social impact.

At least 80% of groups will be better equipped to implement an outcome-based approach in their work and future project design.

At least 80% of groups will recognise the importance of monitoring and evaluating in improving impact and performance.

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?

Yes. We will explore a range of income generating methods six months prior to the end of the project. These will include looking at possible grant funders, as well as social enterprise options. To ensure there is capacity to fundraise we will explore taking a collaborative approach with partner organisations and agencies which we have an excellent ongoing relationship with.

Who will benefit?

About your beneficiaries

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

150

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

Harrow (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?

1-10%

Funding required for the project

Revised

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

| Expenditure heading | Year 1 | Year 2 | Year 3 | Total |
|---|----------------|----------------|----------------|----------------|
| Project Staff Costs | £20,192 | £21,010 | £21,839 | £63,041 |
| Governance & Quality Contribution | £2,500 | £2,850 | £3,200 | £8,550 |
| Project Marketing Expenses | £250 | £100 | £100 | £450 |
| Project Staff Training & Expenses | £1,500 | £1,750 | £2,000 | £5,250 |
| Project Training/Venue Room Hire | £420 | £444 | £468 | £1,332 |
| Rent & Service Charge Contribution | £750 | £825 | £908 | £2,483 |
| Project Volunteer Expenses | £520 | £624 | £728 | £1,872 |
| Project Laptop, Projector & ICT Systems | £670 | £170 | £180 | £1,020 |
| Project Office Stationary Costs | £400 | £400 | £400 | £1,200 |
| TOTAL: | £27,202 | £28,173 | £29,823 | £85,198 |

What income has already been raised?

| Source | Year 1 | Year 2 | Year 3 | Total |
|---------------|------------|------------|------------|------------|
| | | | | |
| | | | | |
| | | | | |
| TOTAL: | N/A | N/A | N/A | N/A |

What other funders are currently considering the proposal?

| Source | Year 1 | Year 2 | Year 3 | Total |
|---------------|------------|------------|------------|------------|
| | | | | |
| | | | | |
| | | | | |
| TOTAL: | N/A | N/A | N/A | N/A |

How much is requested from the Trust?

| Expenditure heading | Year 1 | Year 2 | Year 3 | Total |
|---|----------------|----------------|----------------|----------------|
| Project Staff Costs | £20,192 | £21,010 | £21,839 | £63,041 |
| Governance & Quality Contribution | £2,500 | £2,850 | £3,200 | £8,550 |
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| TOTAL: | £27,202 | £28,173 | £29,823 | £85,198 |

Finance details

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

| | | |
|-----------------------|------------------------|----------------------|
| Financial year ended: | Month: March | Year: 2015 |
|-----------------------|------------------------|----------------------|

| Income received from: | £ |
|-----------------------------------|---------------|
| Voluntary income | 88,330 |
| Activities for generating funds | 0 |
| Investment income | 0 |
| Income from charitable activities | 0 |
| Other sources | 38 |
| Total Income: | 88,368 |

| Expenditure: | £ |
|---|---------------|
| Charitable activities | 0 |
| Governance costs | 1,028 |
| Cost of generating funds | 16,570 |
| Other | 54,940 |
| Total Expenditure: | 72,538 |
| Net (deficit)/surplus: | 15,830 |
| Other Recognised Gains/(Losses): | 8 |
| Net Movement in Funds: | 0 |

| Asset position at year end | £ |
|----------------------------|---------------|
| Fixed assets | 390 |
| Investments | 0 |
| Net current assets | 34,936 |
| Long-term liabilities | 9,190 |
| *Total Assets (A): | 26,136 |

| Reserves at year end | £ |
|-----------------------------|---------------|
| Restricted funds | 4,718 |
| Endowment Funds | 0 |
| Unrestricted funds | 21,418 |
| *Total Reserves (B): | 26,136 |

* 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? 1-10% |
|---|

Organisational changes

| |
|--|
| Describe any significant changes to your structure, financial position or core activities since the date of your most recent accounts: None |
|--|

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 | 0 | 2,449 | 4,249 |
| 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 | 2012 £ | 2013 £ | 2014 £ |
|-----------------------------------|-----------|-----------|-----------|
| Harrow Community Action | 0 | 8,169 | 20,000 |
| Transforming Local Infrastructure | 18,000 | 7,000 | 0 |
| Team London | 200 | 0 | 9,940 |
| The BIG Lottery: Awards For All | 0 | 9,080 | 0 |
| Co-operative Community Fund | 0 | 1,984 | 0 |

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: **Alexander Gregory Buckmire**

Role within **Research & Development Director**
Organisation:

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