



## **The City Bridge Trust Committee**

### **ANNEX – APPLICATION FORMS**

**Date:** WEDNESDAY, 14 NOVEMBER 2018

**Time:** 1.45 pm

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

**11. GRANTS AND STRATEGIC INITIATIVES RECOMMENDATIONS AND ASSESSMENTS**

To consider the Chief Grants Officer's reports on grant recommendations as follows: -

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- b) Women's Environmental Network Trust (Pages 13 - 22)
- c) One In Four (Pages 23 - 32)
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- e) The WISH Centre (Pages 43 - 50)
- f) Southside Partnership (Pages 51 - 60)
- g) St John the Evangelist Church, Kingston (Pages 61 - 70)
- h) The Old Vic Theatre Trust 2000 (Pages 71 - 80)
- i) Why Me? Victims for Restorative Justice (Pages 81 - 90)
- j) Neighbourly Care Southall (Pages 91 - 100)
- k) Islington People's Rights (Pages 101 - 110)
- l) Camden Community Law Centre (Pages 111 - 124)
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- n) Islington Law Centre (Pages 139 - 154)

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- p) Zacchaeus 2000 Trust (Pages 169 - 182)
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- s) Hoxton Health (Pages 213 - 226)
- t) Migrant & Refugee Communities Forum (Pages 227 - 240)
- u) Museum of Brands, Packaging and Advertising (Pages 241 - 258)
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- w) Open Door, Young People's Consultation Service (Pages 273 - 286)
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# The City Bridge Trust

## Investing In Londoners: Application for a grant



### About your organisation

Name of your organisation: <b>Freightliners City Farm</b>	
If your organisation is part of a larger organisation, what is its name?	
In which London Borough is your organisation based? <b>Islington</b>	
Contact person: <b>Miss Elizabeth McAllister</b>	Position: <b>City Farm Manager</b>
Website: <a href="http://www.freightlinersfarm.org.uk">http://www.freightlinersfarm.org.uk</a>	
Legal status of organisation: <b>Registered Charity</b>	Charity, Charitable Incorporated Company or company number: <b>1014216</b>
When was your organisation established? <b>01/08/1973</b>	

### Grant Request

Under which of City Bridge Trust's programmes are you applying? <b>Improving London's Environment</b>		
Which of the programme outcome(s) does your application aim to achieve? <b>More people reporting improved wellbeing through greater use of open spaces and through growing and greening initiatives</b> <b>More Londoners with a greater knowledge and understanding of the 'green' environment and biodiversity</b>		
Please describe the purpose of your funding request in one sentence. <b>To develop and maintain an unique farm /open access green space for local people to learn, come together and benefit from improved health and wellbeing.</b>		
When will the funding be required? <b>01/07/2018</b>		
How much funding are you requesting?		
Year 1: <b>£35,000</b>	Year 2: <b>£36,000</b>	Year 3: <b>£37,000</b>
<b>Total: £108,000</b>		

**Aims of your organisation:**

Our mission is to provide an accessible community farm and green space with services, facilities and hands on experiences that bring people of diverse backgrounds together in recreation, learning or voluntary projects.

1. Engage and educate people on farming, food production, horticulture, animal care and the environment including the concept of city farms
2. Produce food and other farm products in a sustainable manner in order to demonstrate good environmental principles
3. Foster social inclusion and address disadvantage with enhanced services for those with particular needs (e.g. educational, health or social care needs)
4. Provide a recreational haven in the city and promote good practice by managing the farm and its surrounds in planned and responsible manner.

**Main activities of your organisation:**

Freightliners City Farm is?

- ? A farm for the whole local community to share which inspires, informs and educates people.
- ? A space for people to visit, enjoy, learn, play, relax, meet others from different backgrounds and have positive experiences together
- ? A haven for people and nature where people can experience, see, understand and learn about animals and plants, their environment, and food production.
- ? An organisation which is embedded in its community and is responsive to its needs.

We have three main areas of work

1. Providing an open access green space where people can spend time outdoors away from the bustle of the city to discover animals, plants and nature for free.
2. Education and training using the farm's unique facilities and environment. In particular providing alternative education for disadvantaged young people and outdoor learning opportunities for schools and young people's groups.
3. Therapeutic farming and gardening for improved physical, mental and emotional health and wellbeing.

**Number of staff**

Full-time:	Part-time:	Management committee members:	Active volunteers:
<b>5</b>	<b>2</b>	<b>7</b>	<b>60</b>

**Property occupied by your organisation**

Is the main property owned, leased or rented by your organisation?	If leased/rented, how long is the outstanding agreement?
<b>Leased</b>	<b>Indefinite</b>

## Summary of grant request

The project maintains and develops the work of Freightliners City Farm. Providing a welcoming well maintained city farm project and where people from the diverse community of Islington and the wider London community can come together, be outdoors and experience a little bit of the countryside in the city. It responds to the needs of our community highlighted in our 2017 Impact evaluation, supporting the farm to be a space of learning, education and personal development and a refuge and safe haven. This evaluation evidenced the importance of the farm as a space which has many different purposes and benefits serving a diverse group of people. It identified that interactions between these purposes and people provides unique opportunities for bringing people together, challenging inequalities and prejudice and building a cohesive community. The project will support the farm to deliver activities and facilitate people to use the space in the way which best meets their needs whilst gaining shared experiences and developing understanding of each other. The project will establish a new staff structure which provides for the physical maintenance and development of the farm and gardens as an attractive, informative and tranquil green space alongside its community involvement, health, wellbeing and access to education.

The project will employ a full time Farm Developments Manager who will be responsible for overseeing and bringing together the various aspects of the farm's work including farm, garden and site improvements, programme development, volunteer management, management of therapeutic farming and gardening activities, small-projects management and fundraising and income generation to support associated site developments and community activities. The role will provide a connection between the various activities and people who take part in farm life. It will provide a key management role in the staff team enabling the Chief Executive to focus more on longer term strategy, income generation and providing oversight and co-ordination of whole farm objectives ensuring the small staff team are informed and supported in their roles. The project will provide support with, manage and facilitate:

- ? site and garden developments which provide guided and self guided learning opportunities, an attractive and tranquil urban green space and support biodiversity.
- ? a programme of volunteering and work experience opportunities which engage local people in the day to day running of the farm.
- ? therapeutic farming, crafts and gardening sessions enabling a variety of people of all backgrounds ages and abilities to participate in and benefit from involvement in farm life
- ? new sessions for people who face barriers to participation in the current programmes including school aged children and working people who have requested activities outside current opening hours; people who are unable to carry out the day to day tasks that are too strenuous or high in risk (eg older people, people with physical health issues or low fitness levels, younger children).
- ? activities and space for community groups, schools, nurseries and families
- ? involvement of local business and company teams and volunteers in a way which supports the farm's charitable aims and broadens the horizons of regular farm users and individuals from businesses
- ? participation in local and national schemes which celebrate community action and support local people to come together.
- ? events and community activities which provide local people with opportunities to enjoy the farm together.
- ? the interaction between visitors, volunteers and staff and the relationship and understanding between them.

The Farm Developments Manager will also work closely with the Chief Executive both to limit the impact on service provision and facilitate the involvement of farm participants and the local community in the capital works 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?

**Queens award for volunteering**

**RHS In Your Neighbourhood Outstanding**

**Islington in Bloom Best Community Garden 2017 and Gold Award for past three years**

**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.

**Maintain, manage and develop the farm site and gardens as a free and open access space for the local community.**

**Provide a programme of volunteering and hands on involvement in the farm and garden including young people's activities, supported volunteering and therapeutic farming and gardening**

**Support the management of the farm and gardens as a facility for learning and education including school visits, corporate team days and self guided learning opportunities**

**Deliver opportunities for people from the local and wider community to come together through events, community activities and farm developments.**

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.

**People in the local inner city community will gain the proven benefits to health and wellbeing of greater access to the outdoors**

**The local environment will be improved through the provision of a well managed 2.5 acres green space which increases local biodiversity.**

**People particularly those who are vulnerable or isolated will have increased opportunities for making 'meaningful contact' with others reducing isolation and loneliness.**

**People particularly children and young people will have more opportunities for learning and will benefit from increased access to education, training and employment.**

**Our community will be more connected with people from very diverse backgrounds coming together in shared experiences and achievements, contributing to a space which is valued by everyone and developing a better understanding of the lives of others.**

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

**We have been successful in developing its social enterprise income streams to support the programmes however it is clear that the need for additional funding will remain particularly to support social engagement. We will continue to demonstrate the impact and importance of this work and seek support from a variety of sources including charitable trusts, corporate sponsors and local individuals.**

## Who will benefit?

### About your beneficiaries

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

**30,000**

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

**Islington (70%)**

**Haringey (10%)**

**Camden (10%)**

**Westminster (5%)**

**City (5%)**

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
Therapeutic Farming and Gardens Sessions Leader	22,500	23,250	23,950	69,700
Farm Developments Manager	34,000	35,020	36,070	105,090
Line Management and Supervision	5,650	5,820	5,995	17,465
Utilities	3,000	3,000	3,000	9,000
Contribution to Insurance	9,000	9,270	9,550	27,820
	0	0	0	0
	0	0	0	0
	0	0	0	0
	0	0	0	0

<b>TOTAL:</b>	<b>74,150</b>	<b>76,360</b>	<b>78,565</b>	<b>229,075</b>
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### What income has already been raised?

Source	Year 1	Year 2	Year 3	Total
Mercers Trust	24,500	20,000	0	44,500
Income generation from corporate teams	3,000	4,000	6,000	13,000
	0	0	0	0
	0	0	0	0

<b>TOTAL:</b>	<b>27,500</b>	<b>20,400</b>	<b>6,000</b>	<b>57,500</b>
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### What other funders are currently considering the proposal?

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

<b>TOTAL:</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
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### How much is requested from the Trust?

Expenditure heading	Year 1	Year 2	Year 3	Total
Farm Developments Manager	34,000	35,020	36,070	105,090
Contribution to utilities	1,000	1,000	1,000	3,000
Contribution to Insurance	2,000	2,060	2,250	6,350
	0	0	0	0
	0	0	0	0

<b>TOTAL:</b>	<b>37,000</b>	<b>38,020</b>	<b>39,070</b>	<b>114,090</b>
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## Finance details

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

Financial year ended:	Month: <b>March</b>	Year: <b>2016</b>
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Income received from:	£
Voluntary income	137,987
Activities for generating funds	2,286
Investment income	0
Income from charitable activities	78,031
Other sources	0
<b>Total Income:</b>	<b>218,304</b>

Expenditure:	£
Charitable activities	132,917
Governance costs	4,546
Cost of generating funds	2,711
Other	0
<b>Total Expenditure:</b>	<b>240,228</b>
<b>Net (deficit)/surplus:</b>	<b>21,924</b>
<b>Other Recognised Gains/(Losses):</b>	<b>0</b>
<b>Net Movement In Funds:</b>	<b>0</b>

Asset position at year end	£
Fixed assets	108,958
Investments	0
Net current assets	36,225
Long-term liabilities	0
<b>*Total Assets (A):</b>	<b>145,183</b>

Reserves at year end	£
Restricted funds	116,713
Endowment Funds	0
Unrestricted funds	28,470
<b>*Total Reserves (B):</b>	<b>145,183</b>

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

### Statutory funding

For your most recent financial year, what % of your income was from statutory sources?  
21-30%

### Organisational changes

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

N/A



### Previous funding received

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

	Year 3 £	Year 2 £	Most recent £
City of London (except City Bridge Trust)	0	0	0
London Local Authorities	43,170	36,200	40,900
London Councils	0	0	0
Health Authorities	0	0	0
Central Government departments	0	0	0
Other statutory bodies	0	0	0

### Previous grants received

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

Name of Funder		Year 3 £	Year 2 £	Most recent £
Big Lottery Fund	0	53,500	12,000	
BBC Children in Need	14,067	19,260	19,792	
Cripplegate Foundation	18,500	4,000	0	
Sobelle Foundation	10,000	10,000	10,000	
London Community Development Fund	0	0	8,000	

### 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 McAllister**

Role within  
Organisation:      **Chief Executive**

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# The City Bridge Trust

## Investing In Londoners: Application for a grant



### About your organisation

Name of your organisation: <b>Women's Environmental Network Trust</b>	
If your organisation is part of a larger organisation, what is its name?	
In which London Borough is your organisation based? <b>Tower Hamlets</b>	
Contact person: <b>Ms Bethany Summers</b>	Position: <b>Co-director</b>
Website: <b>http://www.wen.org.uk</b>	
Legal status of organisation: <b>First Contact</b>	Charity, Charitable Incorporated Company or company number: <b>1010397</b>
When was your organisation established? <b>17/03/1988</b>	

### Grant Request

Under which of City Bridge Trust's programmes are you applying? <b>Improving London's Environment</b>		
Which of the programme outcome(s) does your application aim to achieve? <b>More people reporting improved wellbeing through greater use of open spaces and through growing and greening initiatives</b> <b>More Londoners with a greater knowledge and understanding of the 'green' environment and biodiversity</b>		
Please describe the purpose of your funding request in one sentence. <b>To fund the coordination of the Tower Hamlets Food Growing Network, a vital local resource that promotes the well-being and environmental benefits of food growing.</b>		
When will the funding be required? <b>30/09/2018</b>		
How much funding are you requesting?		
Year 1: <b>£30,642</b>	Year 2: <b>£32,334</b>	Year 3: <b>£32,793</b>
<b>Total: £95,769</b>		

**Aims of your organisation:**

WEN's mission is to make the links between women's health and equality, and the environment.

We aim to:

1. Tackle the environmental concerns that are closest to women's health and everyday lives, and connect these to global issues
2. Inspire and empower women to become agents of change in their families, networks and society
3. Diversify the environmental movement by championing women's voices, particularly BAME women and other underrepresented groups

Our values are: Equality, Collaboration, and Respect for our Environment

**Main activities of your organisation:**

Through training, network building and campaigning, locally and nationally we work in the following areas:

- ? Food: Champion women's involvement in community gardens and sustainable food systems, particularly in areas of economic deprivation and disadvantage.
- ? Health: Raise awareness of harmful chemicals in cosmetics and household products. Promote and deliver nature based therapeutic interventions.
- ? Climate Change: Highlight the impacts of climate change on women's lives, and support gender sensitive strategies.
- ? Waste: Promote real nappies, reusable menstrual products, sustainable clothing and household waste reduction.
- ? Women's Empowerment: Advocate women's equality and involvement in decision-making, inspire women to make environmentally informed choices, and empower women to become agents of change.

**Number of staff**

Full-time:	Part-time:	Management committee members:	Active volunteers:
<b>0</b>	<b>10</b>	<b>5</b>	<b>8</b>

**Property occupied by your organisation**

Is the main property owned, leased or rented by your organisation?	If leased/rented, how long is the outstanding agreement?
<b>Leased</b>	<b>3 years</b>

## Summary of grant request

We are applying for a part-time coordinator and the key activities of the Tower Hamlets Food Growing Network (THFGN). This will allow us to expand this vital local resource which supports local food growing projects, and creates opportunities for more Londoners to improve their wellbeing and environmental knowledge through engaging in food growing locally.

### Need for the project:

Tower Hamlets has a high level of deprivation and a scarcity of green space, especially in the most deprived areas where the prevalence of physical and mental health issues is highest.

Small green spaces and growing projects have a key role to play in increasing access to green space, and improving wellbeing.

We use food growing to improve people's understanding of the green environment and biodiversity and make links to wider environmental issues.

Despite their importance, growing projects are under-resourced. THFGN plays a crucial role in supporting them to succeed over the long term.

A lack of understanding about how to access growing and greening projects amongst social prescribers and health care professionals means missed opportunities to direct people towards appropriate projects. We are well placed to bridge this divide.

Where resources are limited, a strong voice for food growing is vital. We are the borough's only organisation which can effectively lobby to protect and expand access to food growing.

### How the work will be delivered:

The coordinator will lead on delivery supported by gardening workshop leaders and WEN staff.

The work will be co-produced with network members; a core part of WEN's philosophy.

We will use our strong partnerships with the local food sector, council, health care providers, social prescribers, and social landlords to deliver this project.

### What our project will aim to achieve and how we meet the trust's outcomes:

1) Increase the number of people whose wellbeing benefits from food growing projects by:

- ? equipping local food growers with the knowledge and resources to make their gardens successful and sustainable
- ? ensuring local communities know how to get involved in growing
- ? increasing referrals by building relationships between growers, social prescribers and healthcare providers
- ? promoting a sense of pride in these projects

2) Improve participants' knowledge and understanding of the green environment and biodiversity by:

- ? Ensuring these issues are built into our workshops and events
- ? Encouraging participation at our seasonal gatherings where topics range from gardening tips to local biodiversity to international environmental issues

Our food growing work has always focussed on low-income, socially isolated and BAME women in Tower Hamlets. We will continue to prioritise these groups.

**Why we are the right organisation to deliver the work:**

For fifteen years, WEN has delivered food-growing projects primarily with low-income women from minority groups. We have excellent networks, a high level of engagement and attendance at our events, and a reputation for delivering effective community-based programmes.

We work in close partnership with community groups, third sector organisations, LBTH council, social prescribers, health care providers and businesses to deliver high quality, good value programmes.

National organisations including Sustain and the Federation of City Farms and Community Gardens use our work as a model for engaging with local communities.

**Good Practice:**

? Local people shape our events by creating the content, hosting events in their gardens and giving feedback? Our workshops are co-designed with members

? This will be developed by forming a community steering group

? The network has very diverse participation, and our workshops target low income and marginalised women

? We support our volunteers through collective goal setting and training

? We have a comprehensive policy and action plan to reduce our carbon footprint

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 working towards a PQASSO quality mark**

## **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.

**Strong network building, resource sharing and education: Four seasonal network gatherings annually for local growing projects and their members to access free training and education about food growing, biodiversity and environmental issues. It will be a vital space for network building and resource sharing. Each event will have 100 participants.**

**Food growing workshop programme: Two four-week growing workshop programmes annually aimed at BAME women, attracting 30 participants. Workshops will improve wellbeing and break down social barriers. Each programme will include a tour of local gardens creating a sense of community and building knowledge about biodiversity in London.**

**Training for garden leaders and prescribers: An annual training conference for those delivering food growing projects, social prescribers, and health care professionals. This will increase awareness of the importance of growing for wellbeing, share best practice, skills and resources, and build networks. Each event will attract 50 participants.**

**Responsive support for new gardens. We are often approached by local residents who want to start a food growing project. We will support new projects by using our organisational knowledge and position to link new local projects with the right people in the council, RSLs and to provide volunteers.**

**Food growing map and portal: We will create a user friendly access point, map and database on our website to direct people to food growing projects near them, including an indication of what level of support projects can offer for people with physical and psychological support needs.**

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.

**Local people have improved physical and mental wellbeing through access to food growing projects, including improved confidence.**

**Project participants and network members have an improved understanding of the green environment and biodiversity in the borough, and at a national and international level. This will be an integral part of the content of our gardening workshops, our seasonal gatherings and our online resources.**

**Resources are shared more effectively within the sector (including seed sharing). Over the next three years we will build a stronger more vibrant network, with a wider membership and an improved understanding of what resources are on offer both peer to peer and from the coordinator.**

**Social prescribers, health care providers and food growers have an improved understanding of the health and wellbeing benefits of food growing and how to access these projects in the borough leading to an increase in referrals to nature based projects.**

**An increased number of individuals will connect with local food growing and greening projects through the network. This will improve wellbeing for those taking part, and also increase the number of volunteers at local projects.**

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, through a combination of increased individual and organisational affiliation fees to the network and continued grant funding from other funders.**



## Who will benefit?

### About your beneficiaries

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

**600**

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

**Tower Hamlets (100%)**

What age group(s) will benefit?

**0-15**

**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
Project coordinator salary with oncosts and + 10% management costs @ 3 days/week FTE	22,500	22,950	23,409	68,859
Network gathering costs (4 per year)	5,000	5,000	5,000	15,000
8 X growing workshops	2,400	2,400	2,400	7,200
Garden tours X 2 (1 In first year)	492	984	984	2,460
Conference for garden leaders, RSLs, health providers and other stakeholders	0	750	750	1,500
Responsive support for new gardens from freelance gardeners	250	250	250	750
In kind support from partners (venues)	4,800	5,800	5,800	16,400
In kind support (web development)	5,000	0	0	5,000
<b>TOTAL:</b>	<b>40,442</b>	<b>38,134</b>	<b>38,593</b>	<b>117,169</b>

### What income has already been raised?

Source	Year 1	Year 2	Year 3	Total
In kind support from partners (venues)	4,800	5,800	5,800	16,400
<b>TOTAL:</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

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

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

### How much is requested from the Trust?

Expenditure heading	Year 1	Year 2	Year 3	Total
Project coordinator salary with oncosts and + 10% management costs @ 3 days/week FTE	22,500	22,950	23,409	68,859
Network gathering costs (4 per year)	5,000	5,000	5,000	15,000
8 X growing workshops	2,400	2,400	2,400	7,200
Garden tours X 2 (1 In first year)	492	984	984	2,460
Conference for garden leaders, RSLs, health providers and other stakeholders	0	750	750	1,500
Responsive support for new gardens from freelance gardeners	250	250	250	750
<b>TOTAL:</b>	<b>30,642</b>	<b>32,334</b>	<b>32,793</b>	<b>95,769</b>

## Finance details

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

Financial year ended:	Month: <b>March</b>	Year: <b>2017</b>
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Income received from:	£	Expenditure:	£
Voluntary Income	118,163		
Activities for generating funds	0	Charitable activities	146,647
Investment income	56	Governance costs	0
Income from charitable activities	29,293	Cost of generating funds	0
Other sources	0	Other	0
<b>Total Income:</b>	<b>147,512</b>	<b>Total Expenditure:</b>	<b>146,647</b>

<b>Net (deficit)/surplus:</b>	<b>865</b>
<b>Other Recognised Gains/(Losses):</b>	<b>0</b>
<b>Net Movement In Funds:</b>	<b>865</b>

Asset position at year end	£
Fixed assets	0
Investments	0
Net current assets	53,433
Long-term liabilities	0
<b>*Total Assets (A):</b>	<b>53,433</b>

Reserves at year end	£
Restricted funds	15,261
Endowment Funds	0
Unrestricted funds	38,172
<b>*Total Reserves (B):</b>	<b>53,433</b>

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

### Statutory funding

For your most recent financial year, what % of your income was from statutory sources?  
1-10%

### 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 awarded £245,016 from Big Lottery for our three year programme, Soil Sisters.

We have also been awarded grants from Joseph Rowntree Charitable Trust (£60,000 over two years), and Rosa: the UK fund for women and girls (£25,000 over 1 year). The charity trustees have recently updated WEN's constitution. This is due to be approved at the next trustee meeting.

### Previous funding received

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

	Year 3 £	Year 2 £	Most recent £
City of London (except City Bridge Trust)	3,000	0	0
London Local Authorities	4,444	2,798	0
London Councils	0	0	0
Health Authorities	101,489	51,930	27,870
Central Government departments	0	0	0
Other statutory bodies	0	0	0

### Previous grants received

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

Name of Funder	Year 3 £	Year 2 £	Most recent £
Big Lottery - Local Sustainability Fund	0	0	64,197
Tower Hamlets CVS Innovation bursary	0	0	19,570
Santander Social Enterprise Development Awards	10,000	0	0
East End Community Foundation	9,805	0	0
Comic Relief - Core Strength	0	0	9,710

### 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: **Bethany Summers**

Role within                      **Co-director**  
Organisation:

# The City Bridge Trust

## Investing In Londoners: Application for a grant



### About your organisation

Name of your organisation: <b>One In Four</b>	
If your organisation is part of a larger organisation, what is its name?	
In which London Borough is your organisation based? <b>Lewisham</b>	
Contact person: <b>Ms Linda Dominguez</b>	Position: <b>Director</b>
Website: <a href="http://www.oneinfour.org.uk">http://www.oneinfour.org.uk</a>	
Legal status of organisation: <b>Registered Charity</b>	Charity, Charitable Incorporated Company or company number: <b>1081726</b>
When was your organisation established? <b>29/01/1999</b>	

### Grant Request

Under which of City Bridge Trust's programmes are you applying? <b>Improving Londoners' Mental Health</b>		
Which of the programme outcome(s) does your application aim to achieve? <b>More children and young people receiving specialist help, resulting in improved mental health</b> <b>More people from BME communities accessing appropriate mental health services, resulting in them receiving the right care and treatment</b>		
Please describe the purpose of your funding request in one sentence. <b>To provide a salary for an experienced professional responsible for the leadership, growth and quality of the clinical team, counselling provision and education training programmes.</b>		
When will the funding be required? <b>01/10/2018</b>		
How much funding are you requesting?		
Year 1: <b>£31,640</b>	Year 2: <b>£33,060</b>	Year 3: <b>£34,200</b>
<b>Total: £98,900</b>		

**Aims of your organisation:**

We specialise in supporting survivors of sexual violence and abuse and particularly, survivors of childhood sexual abuse (CSA) and trauma, through counselling and helping them work through the effects of abuse, empowering them to move forward with their lives.

We seek to improve public and professional understanding of how sexual abuse impacts lives and promote best practice in support and counselling through training, publications and workshops.

We support survivors seek redress through the criminal justice system or other avenues as appropriate to the individual situation.

**Main activities of your organisation:**

We provide

- A safe, restorative environment for survivors of sexual abuse and trauma from our two centres, Islington and Bellingham.
- Specialist counselling. Over 70 counsellors provide weekly one to one sessions, lasting around 50 minutes, for up to 2 years.
- Group psychosocial educational workshops and sessions which complement our one-to-one counselling sessions
- In school workshops, classroom and drop-in sessions for teachers, pupils, students, support staff and parents around disclosure, identifying young people who may be experiencing sexual abuse or exploitation along with training, counselling and resources
- Advocacy support, for up to 30 clients at a time, helping survivors through the criminal justice process and other avenues of redress such as civil law actions and complaints procedures.
- Targeted training for professionals, ensuring counsellors and psychotherapists are up-to-date with the latest training, new developments in understanding CSA
- Publications to raise awareness of CSA and support those who wish to help a survivor

**Number of staff**

Full-time:	Part-time:	Management committee members:	Active volunteers:
<b>1</b>	<b>10</b>	<b>5</b>	<b>80</b>

**Property occupied by your organisation**

Is the main property owned, leased or rented by your organisation?	If leased/rented, how long is the outstanding agreement?
<b>Rented</b>	<b>5 years renewed June 2017</b>

## Summary of grant request

It is widely agreed that incidence of CSA is both under-reported and on the increase, both nationally and within London. 2016/17 figures reported that sexual offences increased by 9.5% (Crime Survey for England and Wales 2017. Metropolitan Police Service Data 2016/17) and a report by the London Safeguarding Children Board (Jan 14) estimated that 100,000 to 500,000 people in London are at risk of sexual abuse at some time in their childhood, 5,500 to 27,000 each year.

Over the past year, One in Four has seen a 50% increase in demand for our counselling services from survivors and in addition, we are receiving an increasing number of referrals from agencies, educational establishments and medical professionals.

In addition, we are seeing a groundswell of support from those surrounding the survivor, who want to improve their knowledge, understanding and ability to be able to support the recovery journey.

Victims of sexual assault may have a range of complex vulnerabilities and/or needs, for example, mental ill health, learning difficulties, homelessness and participation in prostitution. It is recognised that there is a lack of specialist services in London for victims to address those needs.

We have been providing specialist trauma therapy to survivors of childhood sexual abuse (CSA) and violence, both men and women, for over 18 years and many of our counsellors and management team are survivors themselves.

We work daily to help survivors of CSA. We offer 1:1 specialist counselling once a week for up to two years (longer than any other agency) which are followed by group therapy workshops. All our services are supported by a range of professional resources and publications, designed to support the survivor but also to provide support and guidance to those around the survivor.

By having a paid clinical coordinator and well-being lead, we will be able to expand the level of specialist CSE/CSA and sexual/domestic abuse/violence trauma counselling support and training we currently offer to adult survivors, as well as our workshops in schools which raise awareness, support early intervention and provide specialist help to teenagers particularly around exam time. The added stress of exams can be a trigger awakening memories and emotions for many teenage survivors which can be overwhelming, and for some is a tipping point for breakdowns in mental health and behaviour, self-harming and poor educational outcomes at GCSE, sixth form and A levels.

The role is a pivotal role in the day to day management of One in Four and supporting the ongoing administration such as implementing policy initiatives, dealing with operational issues, managing external relationships with all relevant external agencies, in particular with Mental Health professionals and agencies and strategic development. The person in this role is responsible for ensuring that there is effective communication within the clinical team, developing and providing appropriate documentation for administering, monitoring and accounting the counselling service.

This role is currently undertaken by a volunteer who works three days a week, if funded Michelle would be able to increase her hours and provide One in Four with continuity and stability and we could offer her job security.

*Continues overleaf*

*Continued from previous*

In terms of meeting the Trust's programme outcomes and Principles of Good practice, we  
? Already involve services users and our counsellors in planning our services and identifying areas for improvements through evaluation forms and regular supervision sessions

? Value diversity and welcome people from all backgrounds

? Have robust support and career development packages in place for volunteers

? Are taking steps to reduce our carbon footprint

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?

**British Association for Counselling and Psychotherapy (BACP)**

## **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.

**Increase the number of specialist counsellors working at One in Four working with both men and women who have experienced sexual abuse and trauma from 75 to 135, including providing the specialist training and support required for this field.**

**Increase the total number of qualified supervisors working at One in Four from 18 to 25 in line with BACP requirements supporting the training and monitoring of daily counselling services and client care**

**Provide class-based workshops and small group sessions in schools, (primary and secondary), supporting early detection and intervention of young people suffering from or at risk of CSA/CSE. Currently One In Four is only able to provide 1:1 counselling in schools. Previously we have held as many as 4/year.**

**Increase the number of survivors undergoing counselling support by One in Four by at least 60 per year (180 over the three years) along with increasing the number of post counselling 1:1 support through group therapy workshops by at least an additional 24 workshops over 3 years**

**Increase the number of CPD training workshops for One in Four counsellors and other healthcare professionals from 4 to 10 workshops per year over the three year period reaching over 150 HCPs**



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 waiting list time period from 6 to 4 weeks and increased number of survivors supported by One in Four by 25% across both centres (N and S London)**

**Increased quality of counselling support, training and guidance leading to improved provision and in turn improved outcomes for clients. Increase in the retention rate of supervisors due to improved support practices leading to less time spent on recruitment and training.**

**An additional 4% of young people feel secure enough to disclose and seek support earlier thus improving their mental health and wellbeing, relationships with adults and peers and achieving better educational outcomes. Increased number of staff are trained in managing disclosure and how to refer and support appropriately.**

**Increased sense of emotional well-being, resilience move forward experienced by 100% of those we support. Increased number of survivors feeling confident and able to seek further education and training following the Warrior Within workshops and reduction in dependency on other support agencies due to increased ability to cope.**

**More professionals are better qualified to offer the specialist support required to meet the need of survivors presenting with multiple and complex needs resulting from their trauma leading to improved outcomes for more survivors.**

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, as this position is key to our growth and maintenance of the highest professional standards, we are committed to seeking additional funding to ensure this position is retained and working with our board of trustees to consider additional forms of income so that this post will be covered by core costs.**

## Who will benefit?

### About your beneficiaries

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

**4,212**

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

**Lewisham (50%)**

**Newham (20%)**

**Southwark (15%)**

**Bromley (5%)**

**Tower Hamlets (10%)**

What age group(s) will benefit?

**All ages**

**0-15**

**16-24**

**25-44**

**45-64**

**65-74**

What gender will beneficiaries be?

**All**

**Male**

**Female**

**Transgender or other gender identity**

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

**A range of ethnic groups**

If Other ethnic group, please give details:

What proportion of the beneficiaries will be disabled people?

**1-10%**

## Funding required for the project

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

Expenditure heading	Year 1	Year 2	Year 3	Total
Core salary	28,000	29,000	30,000	87,000
NI	3,080	3,190	3,300	9,570
Pension	560	870	900	2,330
<b>TOTAL:</b>	<b>31,640</b>	<b>33,060</b>	<b>34,200</b>	<b>98,900</b>

**What income has already been raised?**

Source	Year 1	Year 2	Year 3	Total
Counselling fees	0	0	0	0
<b>TOTAL:</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

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

Source	Year 1	Year 2	Year 3	Total
None for this post	0	0	0	0
<b>TOTAL:</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

**How much is requested from the Trust?**

Expenditure heading	Year 1	Year 2	Year 3	Total
Core salary	28,000	29,000	30,000	87,000
NI	3,080	3,190	3,300	9,570
Pension	560	870	900	2,330
	0	0	0	0
	0	0	0	0
	0	0	0	0
	0	0	0	0
	0	0	0	0
	0	0	0	0
<b>TOTAL:</b>	<b>31,640</b>	<b>33,060</b>	<b>34,200</b>	<b>98,900</b>

## Finance details

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

Financial year ended:	Month: <b>April</b>	Year: <b>2017</b>
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Income received from:	£
Voluntary Income	85,702
Activities for generating funds	0
Investment income	0
Income from charitable activities	87,114
Other sources	0
<b>Total Income:</b>	<b>172,816</b>

Expenditure:	£
Charitable activities	162,892
Governance costs	3,429
Cost of generating funds	10,628
Other	0
<b>Total Expenditure:</b>	<b>176,949</b>
<b>Net (deficit)/surplus:</b>	<b>-4,133</b>
<b>Other Recognised Gains/(Losses):</b>	<b>0</b>
<b>Net Movement In Funds:</b>	<b>-4,133</b>

Asset position at year end	£
Fixed assets	4,828
Investments	0
Net current assets	75,530
Long-term liabilities	0
<b>*Total Assets (A):</b>	<b>80,358</b>

Reserves at year end	£
Restricted funds	4,451
Endowment Funds	0
Unrestricted funds	75,907
<b>*Total Reserves (B):</b>	<b>80,358</b>

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

### Statutory funding

For your most recent financial year, what % of your income was from statutory sources?  
11-20%

### Organisational changes

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

There have been no significant changes

### Previous funding received

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

	<b>Year 3 £</b>	<b>Year 2 £</b>	<b>Most recent £</b>
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	8,500
Central Government departments	0	0	0
Other statutory bodies	0	0	17,800

### 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.

<b>Name of Funder</b>	<b>Year 3 £</b>	<b>Year 2 £</b>	<b>Most recent £</b>
Bromley Trust	15,000	15,000	15,000
SILCT	0	30,000	0
OPCCN	0	17,800	0
Awards for All	9,978	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: **Linda Dominguez**

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: <b>Shooting Star CHASE</b>	
If your organisation is part of a larger organisation, what is its name?	
In which London Borough is your organisation based? <b>Richmond</b>	
Contact person: <b>Mr Brian Gallagher</b>	Position: <b>Senior Trusts Fundraiser</b>
Website: <a href="http://www.shootingstarchase.org.uk">http://www.shootingstarchase.org.uk</a>	
Legal status of organisation: <b>Registered Charity</b>	Charity, Charitable Incorporated Company or company number: <b>1042495</b>
When was your organisation established? <b>31/03/2011</b>	

### Grant Request

Under which of City Bridge Trust's programmes are you applying? <b>Improving Londoners' Mental Health</b>		
Which of the programme outcome(s) does your application aim to achieve? <b>More children and young people receiving specialist help, resulting in improved mental health</b>		
Please describe the purpose of your funding request in one sentence. <b>Providing emotional support and coping mechanisms to life-limited children, young people and their families - living through a time of unimaginable physical and mental challenges</b>		
When will the funding be required? <b>30/03/2018</b>		
How much funding are you requesting?		
Year 1: <b>£42,000</b>	Year 2: <b>£42,420</b>	Year 3: <b>£42,850</b>
<b>Total: £127,270</b>		

**Aims of your organisation:**

Shooting Star Chase is a children's hospice charity caring for babies, children and young people (0-21 years) with life-limiting conditions, and their families.

The Articles of Association public benefit states, to promote the relief of illness by the provision of palliative care amongst young persons who are suffering from any life-limiting illness or condition. This objective is achieved through the provision of care services.

We strive to make every precious day count - whether lives are measured in days, weeks, months or years, we support families from diagnosis to end of life and throughout bereavement.

SSC is the product of a merger (April 2011) between two neighbouring hospices -- CHASE (Children's Hospice Association South East) formed in 1994 and Shooting Star Children's Hospice formed in 1995. The primary aim of this union was to develop our services to deliver a better, more responsive and flexible care for the families we care for and for the wider hospice movement.

**Main activities of your organisation:**

Our bespoke care is free and available 24/7, 365 days a year.

We support 700 families, many living across part of our catchment area which includes 15 London boroughs. This covers approximately half of London ranging from Barnet in the north to Croydon in the south and Westminster in the east out to Hillingdon..

Our support is provided through a range of nursing, emotional and medical care including respite breaks at our hospices (Shooting Star House, Hampton and Christopher's, Guildford). Other core services are Hospice at Home, Day care, Symptom management, End-of-life care and bereavement care, crises and counselling support groups, Social work, Complementary therapy and Creative therapies (music & play) with support groups for the whole family.

In the last five years, we have provided over 15,300 short breaks, 43,100 hours of Hospice at Home visits and 27,000 hours of therapy activities.

To reach out to more people we have established two satellite hubs in Wembley and Croydon respectively.

**Number of staff**

Full-time:	Part-time:	Management committee members:	Active volunteers:
<b>120</b>	<b>91</b>	<b>8</b>	<b>731</b>

**Property occupied by your organisation**

Is the main property owned, leased or rented by your organisation?	If leased/rented, how long is the outstanding agreement?
<b>Leased</b>	<b>10 years</b>



## Summary of grant request

We provide bespoke clinical and emotional care for 500 families with a life-limited child and 200 bereaved families (circa 3,000 individuals). Over 50% of the aforesaid number live in London boroughs and a collective 30 years of caring experience - across both our hospices - underpin our belief that both therapeutic disciplines (music and counselling) produce positive outcomes for families who are encountering and also trying to cope in near unimaginable circumstances. The pressures on general wellbeing and mental health are significant and profound. For the vast majority of people, facing the loss/death of a child is feared more than anything and it is to these people that we seek to care and help establish a future.

This element of our therapeutic work - with its overt London focus - will be primarily delivered by two people, namely a music therapist and bereavement counsellor. Both are based at our Hampton hospice (TW12 3RA) situated in the London Borough of Richmond and according to individual need visits will also be made to the family home or school.

The music therapy sessions are a mix of either one-to-one or group interactions. The therapist primarily works with life-limited children, young people (C/YP), siblings and sometimes adults. The pre and post bereavement counselling is with parents, grandparents and adult siblings and is typically - but not exclusively - 1-2-1. Elements of this project will also be supported by other hospice staff and volunteers like hospice memory days, collective siblings days and special seasonal events.

We have long pursued the aim of enhancing quality of life when every precious moment counts. Timely and proactive therapeutic interventions ensure that people feel supported and are given coping mechanisms and solutions to care for others and themselves and carry on. The project's ultimate outcome for the service users will be an enhanced level of mental health equilibrium and general wellbeing.

Within our geographic reach of 15 north, west and south London Boroughs no other organisation is geared, equipped and able to deliver such specialist and bespoke support. For example, our in-house and Hospice at Home nurses have effective techniques to reach non-verbal C/YP and translation services are available to remove barriers where English is not the family's primary language.

Stakeholder partners like Great Ormond Street, The Royal Marsden and Chelsea and Westminster hospitals amongst many others refer their life-limited young patients to us as a matter of course. They also refer to many of our other services like our symptom management team.

We have been independently affirmed by the Care Quality Commission of providing an Outstanding care and therapeutic service at both hospices.

The project will ensure that more children and young people receive specialist help that result in improved mental health. Due to our inclusive and wide-ranging referral and acceptance policies more people from BME communities are accessing appropriate mental health services, resulting in them receiving the right care and treatment. The project cares for people from all backgrounds (over 50% of the caseload are from BME groups) and has been and continues to be shaped through the regular verbal, sometimes non-verbal and written feedback from service users. Elements of the project are invaluable supported by trained volunteers.

In terms of reducing our carbon footprint this is an ongoing process with incremental progress. For example, our current hospice refurbishment has included replacing our lighting systems with LED's. Through our waste review we intend to increase our recycling and minimise general waste from offices hospice and retail by working with environmental aware providers. Heating systems are linked centrally with software monitored controls, to minimise wasted energy.

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?

**Being awarded the highest possible rating of 'Outstanding' for the care delivered at both our hospices by the Care Quality Commission - the independent regulator for health services in England and Wales**

## **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.

**Therapeutic support groups for siblings of children with life-limiting illnesses (aged 5 ? 18). Proactively focusing on children and young people?s (C/YP) mental health before a crisis scenario. The C/YP are given skills, knowledge and confidence to survive emotional trauma.**

**And we provide counselling to pre and post bereaved families**

**Therapeutic support groups for bereaved siblings (aged 5-18). They experience a sustained period of anxiety and the body endures the physical impact of emotional stressors. We identify issues/signs that help us to work more effectively with health professionals, schools and colleges.**

**We also offer collective bereavement counselling groups to families**

**Individual therapy for children with life limiting illnesses and those at or approaching the end-of-life (aged 5-18). C/YP using our service face a prognosis of shortened lives, alongside the treatment, hospital-stays, suffering pain and side effects.**

**And recruit and train volunteers to support bereavement counsellors and provide counselling**

**Therapy for siblings of children with life-limiting illnesses, and at end-of-life and bereaved siblings (aged 5-18). Pre and post bereavement scenario?s have a significant impact on C/YP?s mental health. It?s not uncommon to hear from a C/YP or sibling that they want to die-commit suicide**

**Provide staff support and supervision**

**Theraplay (a family therapy for families of children with life-limiting illnesses (aged 5-18) builds and enhances attachment, self-esteem and trust Support for schools educating C/YP?s known to us. Liaising with the schools psychologist/counsellor/pastoral worker re pre and post bereavement support**

**And provide counselling training to internal and external professionals.**

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.

**For the C/YPs through a build-up of resilience, emotional vocabulary and, self-awareness strategies we help achieve Improved mental health and general wellbeing. Likewise, for the adults through processing difficulties, grief exploration and building upon existing skills to cope with feelings and emotions**

**By not succumbing to physical ailments there will be better school/college attendance and Improved general and mental health. Notwithstanding our interventions helping educate parents and the C/YPs, school staff will also be more informed. The collective counselling groups will facilitate families meeting other bereaved families and increase their support network**

**The therapy work strengthens the parent and child relationship (rather than therapist and child). Therapy is given alongside the parent so they can meet the emotional needs of their child/children. Responding with bespoke support achieve an outcome individual to each family.**

**Trained volunteers reduces waiting lengths for families wanting counselling**

**C/YPs valuing their own lives notwithstanding their parents' devastation over the loss of their sibling. The sessions confidentiality facilitates the c/yp's openness about feelings, and allow us to install safe measures. We can pre-empt a Child and Adolescent Mental Health Services (CAMHS) referral.**

**Maximising our care through properly supported staff**

**Theraplay creates an active, emotional connection between child and parent, resulting in a changed view of self as worthy and lovable It helps the child feel secure, cared for, connected and worthy.**

**Counselling training enhances understanding and awareness of therapeutic interventions and helps apply the theories of loss and grief**

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?

**Music therapy and bereavement counselling have formed key elements of our pre and post bereavement work. In effectively caring for 500 pre and 200 post bereaved families these services have achieved positive outcomes. Their efficacy has been independently affirmed by the families and the Care Quality Commission.**

**We would look to continue funding from a menu of income streams**

## Who will benefit?

### About your beneficiaries

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

**1,150**

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

**Croydon (13%)**

**Wandsworth (13%)**

**Hounslow (11%)**

**Ealing (9%)**

**London-wide (54%)**

What age group(s) will benefit?

**0-15**

**16-24**

**25-44**

**45-64**

What gender will beneficiaries be?

**All**

**Male**

**Female**

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

**A range of ethnic groups**

**White (including English/ Welsh/ Scottish/ Northern Irish/ British; Irish; Any other White background)**

**Mixed / Multiple ethnic groups**

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

**Black/ African/ Caribbean/ Black British (including African; Caribbean; Any other**  
If Other ethnic group, please give details:

What proportion of the beneficiaries will be disabled people?

**31-40%**

Subsequently revised - see over/

## 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 (Incl NI & Pension	94,000	95,000	96,000	285,000
	0	0	0	0
	0	0	0	0
	0	0	0	0
	0	0	0	0
	0	0	0	0
	0	0	0	0
	0	0	0	0
	0	0	0	0

<b>TOTAL:</b>	<b>94,000</b>	<b>95,000</b>	<b>96,000</b>	<b>285,000</b>
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### What income has already been raised?

Source	Year 1	Year 2	Year 3	Total
No funders have yet been approached	0	0	0	0
	0	0	0	0
	0	0	0	0
	0	0	0	0

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

Source	Year 1	Year 2	Year 3	Total
No funders have yet been approached	0	0	0	0
	0	0	0	0
	0	0	0	0
	0	0	0	0

<b>TOTAL:</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
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### How much is requested from the Trust?

Expenditure heading	Year 1	Year 2	Year 3	Total
2 days of music therapy incl Pension & NI	20,650	20,855	21,070	62,575
2 days bereavement counselling Inc Pension & NI	21,350	21,565	21,780	64,695
	0	0	0	0
	0	0	0	0

<b>TOTAL:</b>	<b>42,000</b>	<b>42,420</b>	<b>42,850</b>	<b>127,270</b>
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**What is the total cost of the proposed activity/project?**

Expenditure heading	Year 1	Year 2	Year 3	Total
Salaries for Creative/drama and music therapy	94000	95000	96000	<b>285000</b>
<b>TOTAL:</b>	<b>94000</b>	<b>95000</b>	<b>96000</b>	<b>285000</b>

**What income has already been raised?**

Source	Year 1	Year 2	Year 3	Total
Endowment Fund (Robina Beckles-Wilson)	20000	20000	20000	<b>60000</b>
Mark and Anna Poulson (past service users)	1000	1000	1000	<b>3000</b>
Ingham Trust	25000	25000	25000	<b>75000</b>
<b>TOTAL:</b>	<b>46000</b>	<b>46000</b>	<b>46000</b>	<b>138000</b>

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

Source	Year 1	Year 2	Year 3	Total
Various regular and one off donations				
<b>TOTAL:</b>				

**How much is requested from the Trust?**

Expenditure heading	Year 1	Year 2	Year 3	Total
2 days of music therapy Inc NI and pension	20650	20855	21070	<b>62575</b>
2 days of creative therapy Inc NI and pension	20650	20855	21070	<b>62575</b>
<b>TOTAL:</b>	<b>41300</b>	<b>41710</b>	<b>42140</b>	<b>125150</b>

## Finance details

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

Financial year ended:	Month: <b>March</b>	Year: <b>2017</b>
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Income received from:	£
Voluntary Income	6,260,670
Activities for generating funds	0
Investment Income	260,585
Income from charitable activities	1,039,755
Other sources	380,039
<b>Total Income:</b>	<b>7,941,049</b>

Expenditure:	£
Charitable activities	7,669,464
Governance costs	0
Cost of generating funds	2,308,216
Other	0
<b>Total Expenditure:</b>	<b>9,977,680</b>
<b>Net (deficit)/surplus:</b>	<b>-2,036,631</b>
<b>Other Recognised Gains/(Losses):</b>	<b>610,367</b>
<b>Net Movement In Funds:</b>	<b>-1,426,264</b>

Asset position at year end	£
Fixed assets	11,287,252
Investments	
Net current assets	1,809,591
Long-term liabilities	
<b>*Total Assets (A):</b>	<b>13,096,843</b>

Reserves at year end	£
Restricted funds	344,998
Endowment Funds	58,934
Unrestricted funds	12,692,911
<b>*Total Reserves (B):</b>	<b>13,096,843</b>

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

### Statutory funding

For your most recent financial year, what % of your income was from statutory sources?  
11-20%

### Organisational changes

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

Two substantive changes a) our CEO has left and a suitable replacement is being sought and b) we have sold and leased back our administration building in Addlestone, Surrey. The £3 million sale proceeds have been put to reserves. Lesser changes have been a measured restructure of the fundraising and care teams as we seek to restore an equilibrium between income and expenditure.

### Previous funding received

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

	Year 3 £	Year 2 £	Most recent £
City of London (except City Bridge Trust)	0	0	0
London Local Authorities	27,600	21,600	33,600
London Councils	0	0	0
Health Authorities	205,424	339,184	204,800
Central Government departments	640,106	640,107	640,107
Other statutory bodies	0	0	0

### Previous grants received

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

Name of Funder	Year 3 £	Year 2 £	Most recent £
ICAP	0	0	250,000
Wolfson Foundation	0	0	70,000
MariaMarina Foundation	0	0	53,000
BBC Children in Need	44,000	0	0
Ingram Trust	25,000	25,000	25,000

### 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: **Brian Gallagher**

Role within                      **Senior Trusts Fundraiser**  
Organisation:





## Investing In Londoners: Application for a grant

### About your organisation

Name of your organisation:	
<b>The WISH Centre</b>	
If your organisation is part of a larger organisation, what is its name?	
In which London Borough is your organisation based?	
<b>Harrow</b>	
Contact person:	Position:
<b>Mrs Rowena Jaber</b>	<b>Centre Director</b>
Website: <b><a href="http://www.thewishcentre.org.uk">http://www.thewishcentre.org.uk</a></b>	
Legal status of organisation:	Charity, Charitable Incorporated Company or company number:
<b>Registered Charity</b>	<b>1125263</b>
When was your organisation established? <b>02/03/2004</b>	

### Grant Request

Under which of City Bridge Trust's programmes are you applying?		
<b>Improving Londoners' Mental Health</b>		
Which of the programme outcome(s) does your application aim to achieve?		
<b>A reduction in suicide and self-harm amongst the recognised at risk groups</b>		
<b>More children and young people receiving specialist help, resulting in improved mental health</b>		
Please describe the purpose of your funding request in one sentence.		
<b>Enabling 300 vulnerable young people in Harrow to stop self harming</b>		
When will the funding be required? <b>01/09/2018</b>		
How much funding are you requesting?		
Year 1: <b>£40,747</b>	Year 2: <b>£41,561</b>	Year 3: <b>£42,393</b>
<b>Total: £124,701</b>		

**Aims of your organisation:**

WISH supports children, teenagers and young women who self harm or have experienced sexual or domestic violence, abuse or neglect. We currently work in Merton and Harrow, and in 2016/17 we supported 230 people.

Our vision is a society free from self-harm, abuse and social injustice. Our mission is to eliminate self harm, violence and abuse and to empower those affected through early intervention, prevention and recovery support.

Our aim as expressed in the constitution is "to relieve the distress and suffering of women, youth and children who have been victims of abuse, violence and neglect and of those who self harm in particular but not exclusively by providing support services, advice, information and counselling."

**Main activities of your organisation:**

WISH has developed a unique model of support for young people who self harm. Each young person presenting to our service follows a pathway which can be tailored to their individual needs. Activities consist of:

- ? Raising awareness of our service through outreach to schools and local agencies.
- ? Fast referral mechanisms into our service through partner agencies or self/family referral.
- ? Psychosocial assessments including integrated risk assessment. This leads to a Personal Support Plan which details actions to address the self-harming.
- ? Therapeutic treatment including one-to-one counselling and peer support group.
- ? WISH also provides telephone, online and text help for young people who need rapid assistance.
- ? Holistic help. Each young person can also access other support including advocacy support with school or access to social activities.

Our results are that 87% of young people stop self-harming and 93% have improved emotional wellbeing. We work to NICE and BACP standards and employ qualified and accredited clinical staff.

**Number of staff**

Full-time:	Part-time:	Management committee members:	Active volunteers:
<b>4</b>	<b>5</b>	<b>8</b>	<b>25</b>

**Property occupied by your organisation**

Is the main property owned, leased or rented by your organisation?	If leased/rented, how long is the outstanding agreement?
<b>Rented</b>	<b>2 years</b>

## Summary of grant request

### PROJECT NEED

NHS Figures show that 1 in 5 young people self-harm, and the numbers are rising with more accessing hospital each year. This distressing activity is generally caused by underlying issues in their lives such as domestic violence, poverty, child abuse, sexual violence, family breakdown, bereavement, and increasingly digital sexual exploitation and bullying. 70% are girls (although the number of boys are increasing), and the most at-risk group of all is BAME girls. Most are teenagers but they can be primary school aged. There are no other services involved in reducing self-harm in Harrow.

### PROJECT DELIVERY

This Project will expand our therapeutic support for young people in Harrow who self-harm. We will specifically target high risk groups such as BAME girls, although no one is excluded. It will specifically fund a new full-time Therapist who will be an experienced and trained counsellor accredited by the BACP. Each week this person will provide twenty one-to-one counselling sessions and also facilitate a peer support group. These structured therapeutic activities will help combat the underlying trauma that is triggering their self-harm and give them coping mechanisms and resilience that will stop or reduce it. The activities will take place at local schools (making us easy to access in the daytime) and also at our centre in Harrow. They are part of an overall pathway and package of support provided by WISH including out-of-hours support and holistic interventions.

### PROJECT AIM AND OUTCOMES

This project will support 300 vulnerable young people in Harrow to stop or reduce their self-harming over a three-year period. It will lead to them being happier and healthier, and generally help them to have a much more positive future than they would otherwise. It will attain this by achieving these measurable differences:

- ? 250 young people stop self-harming.
- ? 250 young people avoid entering harmful situations such as online grooming.
- ? 250 young people have improved coping mechanisms against future self-harming.
- ? 250 young people report improved emotional wellbeing.

### WHY WE ARE THE RIGHT ORGANISATION

WISH has been supporting young people who self-harm into recovery for over 14 years. We have developed a unique model that has won numerous awards. Results from our service are uniformly excellent. In 2016/17 we supported 230 young people who were self-harming. Of this number 87% stopped self-harming, 94% had improved emotional wellbeing, 86% had improved coping mechanisms, 79% stopped suicide ideation, and 89% recovered from the impact of abuse.

### HOW WE WILL MEET THE TRUST'S PROGRAMME OUTCOME

This project fully meets the Trust's Programme outcomes as it will lead to a reduction in suicide and self-harm amongst the recognised at-risk groups such as BAME young girls and transgender young people.

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

This project fully meets the Trust's Principles of good practice as:

- ? We involve clients at all levels as 50% of our trustees are young people who have self-harmed. They also lead on the activities they take part in.
- ? We welcome people from all backgrounds. 68% of clients in 2016/17 were from a BAME background. 57% were female, 35% were male and 8% transgender.
- ? We value and support volunteers, and particularly welcome ex-clients who wish to volunteer.
- ? We actively reduce our carbon footprint through recycling and energy saving for example.

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?

**BACP Accreditation**

**NICE 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.

**300 young people who are self-harming receive personal support plans**

**90 young people who are self-harming attend weekly peer support sessions**

**210 young people who are self-harming receive weekly one-to-one counselling**

**150 young people who are self-harming have access to holistic support as 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.

**250 young people stop self-harming**

**250 young people avoid entering harmful situations such as online grooming**

**250 young people have improved coping mechanisms against future self harming.**

**250 young people report improved emotional 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?

**We will review whether the activity is still required and if so, will approach other Funders to support it.**

## Who will benefit?

### About your beneficiaries

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

**100**

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

**Harrow (100%)**

What age group(s) will benefit?

**0-15**

**16-24**

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
Salary	33,437	34,106	34,788	102,331
OLW	1,848	1,885	1,923	5,656
NIC	3,707	3,781	3,857	11,345
6% pension	1,755	1,790	1,826	5,371
<b>TOTAL:</b>	<b>40,747</b>	<b>41,562</b>	<b>42,393</b>	<b>124,702</b>

**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
<b>TOTAL:</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

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

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

**How much is requested from the Trust?**

Expenditure heading	Year 1	Year 2	Year 3	Total
Salary	33,437	34,106	34,788	102,331
OLW	1,848	1,885	1,923	5,656
NIC	3,707	3,781	3,857	11,345
6% pension	1,755	1,790	1,826	5,371
<b>TOTAL:</b>	<b>40,747</b>	<b>41,562</b>	<b>42,393</b>	<b>124,702</b>

## Finance details

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

Financial year ended:	Month: <b>March</b>	Year: <b>2017</b>
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Income received from:	£
Voluntary Income	10,692
Activities for generating funds	38,900
Investment Income	36
Income from charitable activities	289,792
Other sources	3,000
<b>Total Income:</b>	<b>342,420</b>

Expenditure:	£
Charitable activities	301,331
Governance costs	5,263
Cost of generating funds	703
Other	0
<b>Total Expenditure:</b>	<b>307,297</b>
<b>Net (deficit)/surplus:</b>	<b>35,124</b>
<b>Other Recognised Gains/(Losses):</b>	<b>0</b>
<b>Net Movement in Funds:</b>	<b>35,124</b>

Asset position at year end	£
Fixed assets	113
Investments	0
Net current assets	155,013
Long-term liabilities	0
<b>*Total Assets (A):</b>	<b>155,126</b>

Reserves at year end	£
Restricted funds	97,981
Endowment Funds	0
Unrestricted funds	57,147
<b>*Total Reserves (B):</b>	<b>155,126</b>

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

### Statutory funding

For your most recent financial year, what % of your income was from statutory sources?  
11-20%

### 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.

	<b>Year 3 £</b>	<b>Year 2 £</b>	<b>Most recent £</b>
City of London (except City Bridge Trust)	0	0	0
London Local Authorities	30,616	21,737	44,083
London Councils	0	0	0
Health Authorities	0	0	0
Central Government departments	55,000	57,500	45,000
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.

<b>Name of Funder</b>	<b>Year 3 £</b>	<b>Year 2 £</b>	<b>Most recent £</b>
Comic Relief	54,285	89,592	187,296
BBC Children in Need	47,690	47,690	42,913
Lloyds Bank Foundation	15,000	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: **Allan Aubeelack**

Role within                      **Chair**  
Organisation:



## Investing In Londoners: Application for a grant



### About your organisation

Name of your organisation: <b>Southside Partnership</b>	
If your organisation is part of a larger organisation, what is its name? <b>Certitude Support</b>	
In which London Borough is your organisation based? <b>Wandsworth</b>	
Contact person: <b>Ms Marianne Selby-Boothroyd</b>	Position: <b>Director of Development</b>
Website: <a href="http://www.certitude.org.uk/">http://www.certitude.org.uk/</a>	
Legal status of organisation: <b>Registered Charity</b>	Charity, Charitable Incorporated Company or company number: <b>1010187</b>
When was your organisation established? <b>30/03/1992</b>	

### Grant Request

Under which of City Bridge Trust's programmes are you applying? <b>Making London More Inclusive</b>		
Which of the programme outcome(s) does your application aim to achieve? <b>Disabled people actively taking part in the arts or sport</b> <b>Disabled people involved in the running and management of arts provision</b>		
Please describe the purpose of your funding request in one sentence. <b>We will train people with disabilities as Peer Facilitators to lead arts sessions accessible to people with/without disabilities, improving wellbeing and confidence, reducing isolation/stigma.</b>		
When will the funding be required? <b>17/10/2018</b>		
How much funding are you requesting?		
Year 1: <b>£55,327</b>	Year 2: <b>£56,157</b>	Year 3: <b>£56,999</b>
<b>Total: £168,484</b>		

**Aims of your organisation:**

Southside Partnership, part of the Certitude group, supports people with learning disabilities, autism and mental health support needs, as well as their families, to live the life they want to lead: happy, healthy, respected as equals and valued for their contribution within communities. Our vision is that everyone has the right to a good life.

We focus on people's strengths and skills, hopes and aspirations and support them to become valued members of their local communities. We help people to make choices and decisions so they can live more independently, find new interests, learn skills, make friends, get out and about and enjoy life.

We focus on each person as a whole, not just their diagnosis. Working collaboratively with a range of organisations, including statutory and health bodies and voluntary and community groups we work holistically with people, supporting them to achieve their aspirations, whether accessing education, training and employment through to engaging in activities they are interested in.

**Main activities of your organisation:**

Southside Partnership, part of the Certitude Group, has been working across London since 1992. Certitude currently supports approximately 1500 people with learning disabilities, autism and mental health needs across 12 London boroughs to live the life they want to lead. We believe everyone has the right to a good life and our work aims to support people to achieve their aspirations and form meaningful friendships.

Our services range from supported living and registered care through to outreach, day services, Shared Lives schemes, community-based services and respite and short breaks services for carers and families. Our Community Development Team focuses on developing opportunities for people we support to form meaningful relationships with people in the community based on shared interests, breaking down barriers between people with and without disabilities. We do this by facilitating accessible courses, activities and events in our local communities, ranging from printmaking through to Life Drawing, gardening and gallery visits.

**Number of staff**

Full-time:	Part-time:	Management committee members:	Active volunteers:
<b>345</b>	<b>51</b>	<b>13</b>	<b>24</b>

**Property occupied by your organisation**

Is the main property owned, leased or rented by your organisation?	If leased/rented, how long is the outstanding agreement?
<b>Owned</b>	

## Summary of grant request

### Need

There are limited opportunities for people with disabilities to access the arts, let alone run or manage workshops. Recent feedback from our arts sessions in Lambeth has shown that the majority of people participating are feeling more self-confident and have developed more relationships. 60% indicate they are interested in becoming Peer Facilitators, seeking opportunities not only to participate but also to lead sessions.

### Our solution

We want to employ two Community Development Mentors (0.5 FTE) to work across our London day services, supporting people with disabilities to build their skills and confidence in becoming Peer Facilitators and running workshops based on their skills and interests in the arts. These workshops will be accessible to people with disabilities and the wider community.

The Community Development Mentors will work with each Facilitator to develop a Personal and Workshop Development Plan, identifying areas where they need support and measuring their progress. The Mentors will support them with designing, marketing and facilitating their sessions, working at their pace to ensure ongoing engagement.

Over three years we aim to:

- Train 72 Peer Facilitators with disabilities to lead and manage accessible arts workshops across London.
- Peer Facilitators deliver on average 20 workshops per month.
- 3,000 people (70% with disabilities) engage in Peer Facilitators' sessions, actively taking part in the arts.
- 75% participants attend more than one session.
- 600 participants continue to engage in the arts outside of this programme.
- 90% Peer Facilitators feel more confident in leading sessions.

### Why Certitude

In January 2018 we obtained funding to launch a pilot in our community Hub in Lambeth, employing a part-time Community Development Mentor to train people with disabilities to become Peer Facilitators. Since launching we have developed the skills and confidence of 6 Peer Facilitators, and one is now seeking paid employment. On average 100 people attend sessions at our Hub in Lambeth each week and initial feedback shows 90% participants feel more self-confident, 89% have developed new relationships since they began attending workshops, and 60% would be interested in becoming Peer Facilitators.

We collaborate with local organisations and community groups to build an extensive, engaging and accessible programme of activities, currently working with 30 partners. We plan to expand our offer across London, working with existing and new partners to grow our offer and engage more people in the arts. With our current infrastructure, partnerships and experience we believe we are the right organisation to deliver this programme.

Our programme meets the Trust's outcomes:

- Disabled people actively taking part in arts? We will establish a range of arts activities accessible to people with disabilities to actively take part.
- Disabled people involved in running and managing arts provision? We will support people with disabilities to become Peer Facilitators and run workshops. Peer Facilitators will sit on Steering Groups to oversee the programme.

Trust's Principles of Good Practice:

- We engaged with our existing Peer Facilitators and participants to develop our expanded

offer and will support people with disabilities to actively take part and to run the programme as Peer Facilitators.

-We are committed to providing services through a workforce that reflects the diversity of our communities. We aim to create environments where all individuals make best use of their skills, free from discrimination or harassment.

-We value volunteers, recognising the numerous benefits they bring. Our Volunteer Coordinator is creating new roles across Certitude, matched with volunteers' interests/skills. All volunteers receive relevant training and 1:1s with their manager and we celebrate our volunteers at our annual awards ceremony through a Best Volunteer Award.

-We are taking steps to reducing our carbon footprint and creating a sustainable working environment.

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 an accreditation as Investors in People 'Bronze Standard', which reflects our commitment to continually help our staff learn and develop. We are also a Disability Confident Employer (Two Ticks) and an accredited Mindful Employer. Additionally, we are Exor-accredited and a registered provider with the Care Quality Commission (CQC).**

## **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, train and support 72 Peer Facilitators with disabilities over three years. Our Community Development Mentors will identify people with disabilities who are interested in leading and managing arts workshops, supporting them personally and professionally to design, market and deliver accessible community arts activities.**

**Supported by our Communications team, we will market our accessible arts programme across London, successfully engaging 3,000 people (70% with disabilities) to actively participate in sessions. We will collaborate with our 30 partners, develop new partnerships and target the 1,500 people we currently support in London.**

**Working with our local partners to share resources e.g. venues, our Peer Facilitators will provide an average of 20 accessible arts workshops, activities and events each month across London, ranging from textile working through to mural painting, life drawing and performance activities.**

**Our Community Development Mentors will support Peer Facilitators to identify and access further education, training and employment opportunities through coaching and using Personal Development Plans. We will organise biannual Development Days, bringing together on average 12 Facilitators to share learning, reflect on their development and make future plans.**

**Peer Facilitators will be involved in the running/management of the entire programme and design, market and deliver their own arts sessions. 30% will sit on our Steering Groups in South and West London, contributing to the programme's evaluation and feeding into decisions on the future artistic direction of our offer**

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.

**People with disabilities who do not access the arts will participate in inclusive arts workshops across London, particularly in London boroughs where the arts offer is more limited (Ealing, Hounslow, Bromley). 75% participants will attend more than one session; 50% will not have engaged in the arts for 2 years.**

**Peer Facilitators with disabilities will run and manage provision, designing, marketing and delivering art sessions for people with and without disabilities. They will be involved in managing the programme, sitting on our South and West London quarterly Steering Groups, also attended by staff, people we support and the wider community.**

**People with/without disabilities will continue to actively engage with the arts by seeking opportunities outside the programme and feeling inspired to become Peer Facilitators. Peer Facilitators will remain actively engaged in the arts by seeking education, training and employment opportunities within the sector**

**We will reduce social isolation and stigma by supporting people to form new relationships and friendships. We will do this by providing safe and accessible spaces across London where people with and without disabilities can form new relationships based on shared interests in the arts.**

**We will improve people's wellbeing and confidence by supporting them to learn new skills and form meaningful relationships in an inclusive environment**

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 in this programme beyond the three-year funding period and will look to fund it through relationships with corporate partners as sponsors. We will also work with people accessing the activities to see whether we can implement a paid membership system to enable the programme to self-fund without making it inaccessible to people with disabilities.**

## Who will benefit?

### About your beneficiaries

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

**1,024**

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

**Lambeth (35%)**

**Hounslow (25%)**

**Southwark (15%)**

**Bromley (15%)**

**Ealing (10%)**

What age group(s) will benefit?

**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?

**71-80%**

## Finance details

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

Financial year ended:	Month: <b>March</b>	Year: <b>2017</b>
-----------------------	------------------------	----------------------

Income received from:	£
Voluntary Income	120,000
Activities for generating funds	50,000
Investment Income	47,000
Income from charitable activities	14,087,000
Other sources	1,510,000
<b>Total Income:</b>	<b>15,814,000</b>

Expenditure:	£
Charitable activities	15,218,865
Governance costs	19,135
Cost of generating funds	8,000
Other	0
<b>Total Expenditure:</b>	<b>15,246,000</b>
<b>Net (deficit)/surplus:</b>	<b>568,000</b>
<b>Other Recognised Gains/(Losses):</b>	<b>-11,000</b>
<b>Net Movement in Funds:</b>	<b>557,000</b>

Asset position at year end	£
Fixed assets	3,651,000
Investments	1,611,000
Net current assets	1,602,000
Long-term liabilities	822,000
<b>*Total Assets (A):</b>	<b>6,042,000</b>

Reserves at year end	£
Restricted funds	4,000
Endowment Funds	0
Unrestricted funds	6,038,000
<b>*Total Reserves (B):</b>	<b>6,042,000</b>

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

### Statutory funding

For your most recent financial year, what % of your income was from statutory sources?  
81-90%

### Organisational changes

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

N/A



### Previous funding received

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

	Year 3 £	Year 2 £	Most recent £
City of London (except City Bridge Trust)	0	0	0
London Local Authorities	7,904,392	10,866,693	12,622,391
London Councils	0	0	0
Health Authorities	2,227,352	2,795,609	2,790,460
Central Government departments	132,331	100,000	100,000
Other statutory bodies	0	0	0

### Previous grants received

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

Name of Funder	Year 3 £	Year 2 £	Most recent £
Open Society Foundations	0	0	20,000
Hounslow Community Fund	0	18,000	0
Ealing Grants Respite	47,580	80,000	80,000
Ealing Grants Support Brokerage	24,999	49,999	49,999
Ealing Grants Health Support	19,998	39,997	39,997

### 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: **Marianne Selby-Boothroyd**

Role within                      **Director of Development**  
Organisation:

## Funding required for the project

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

Expenditure heading	Year 1	Year 2	Year 3	Total
Community Development Manager (0.2FTE)	7,265	7,374	7,485	22,125
Community Development Mentor x 2 (1FTE)	27,862	28,280	28,705	84,848
Activities and Events materials	8,950	9,084	9,220	27,255
Venue hire (half day @ £60 x4pm)	2,880	2,923	2,967	8,770
Volunteer travel expenses	2,765	2,806	2,848	8,419
Marketing activities	1,270	1,289	1,308	3,867
Central admin costs (8.5%)	4,334	4,399	4,465	13,199
	0	0	0	0
	0	0	0	0
<b>TOTAL:</b>	<b>55,327</b>	<b>56,157</b>	<b>56,999</b>	<b>168,484</b>

### What income has already been raised?

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

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

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

### How much is requested from the Trust?

Expenditure heading	Year 1	Year 2	Year 3	Total
Community Development Manager (0.2FTE)	7,265	7,374	7,485	22,125
Community Development Mentor x 2 (1FTE)	27,862	28,280	28,705	84,848
Activities and Events materials	8,950	9,084	9,220	27,255
Venue hire (half day @ £60 x4pm)	2,880	2,923	2,967	8,770
Volunteer travel expenses	2,765	2,806	2,848	8,419
Marketing activities	1,270	1,289	1,308	3,867
Central admin costs (8.5%)	4,334	4,399	4,465	13,199
	0	0	0	0
	0	0	0	0
<b>TOTAL:</b>	<b>55,327</b>	<b>56,157</b>	<b>56,999</b>	<b>168,484</b>

# The City Bridge Trust

## Investing In Londoners: Application for a grant



### About your organisation

Name of your organisation: <b>St John the Evangelist Church, Kingston</b>	
If your organisation is part of a larger organisation, what is its name? <b>Church of England</b>	
In which London Borough is your organisation based? <b>Kingston</b>	
Contact person: <b>Rev Vicky Maunder</b>	Position: <b>Vicar</b>
Website: <b><a href="http://www.stjohnskingston.co.uk">http://www.stjohnskingston.co.uk</a></b>	
Legal status of organisation: <b>Exempt or excepted charity</b>	Charity, Charitable Incorporated Company or company number: <b>XT28803</b>
When was your organisation established? <b>14/07/1871</b>	

### Grant Request

Under which of City Bridge Trust's programmes are you applying? <b>Making London More Inclusive</b>		
Which of the programme outcome(s) does your application aim to achieve? <b>Community buildings that are more accessible and as a result</b>		
Please describe the purpose of your funding request in one sentence. <b>To upgrade and make essential adaptations to the building, ensuring that no one is prevented from using it, specifically access ramps, toilets, kitchen, hearing system.</b>		
When will the funding be required? <b>01/11/2018</b>		
How much funding are you requesting?		
Year 1: <b>£99,300</b>	Year 2: <b>£0</b>	Year 3: <b>£0</b>
<b>Total: £99,300</b>		

**Alms of your organisation:**

We are a parish church that has served its local community for almost 150 years. Alongside our role as a place of worship, our mission is To be an open, welcoming and inclusive place where all can be involved and find hospitality;

To be compassionate outward looking, concerned with people and with the care of the earth;

To raise awareness of the needs of others and to work for justice, equality, peace and sustainable living;

For our building to be a long term sustainable resource for the local community: redeveloped and equipped as a space for community activity, social connection, education, and other services for people of all ages and abilities, all faiths and none;

To support the needs of local people through the activities we run ourselves and in partnership with other organisations, particularly children and families, young people, older people and those who feel marginalised, isolated or simply lonely in society.

**Main activities of your organisation:**

As a church community we run our own regular schedule of events and workshops for children and families, isolated adults and the elderly. We organise large scale events in and around the church to mark national occasions, e.g. Royal Weddings, the WW1 Centenary, bringing together people of all faiths and cultures, and building community spirit.

We actively campaign and fundraise for charities and concerns both local, national and worldwide.

We offer a large multi-purpose community space available to all. Many diverse groups depend on our building, among them local schools, a special school for pupils aged 2-19 years, just 500 yards from the church, skills training for the unemployed, a social club for older people, Kingston University students, Adult Education classes, health and fitness groups, Morris dancers and a Youth Theatre.

As a parish church we offer a pattern of Sunday services and festival celebrations and the space is available for quiet reflection, as well as large public gatherings.

**Number of staff**

Full-time:	Part-time:	Management committee members:	Active volunteers:
<b>0</b>	<b>3</b>	<b>17</b>	<b>100</b>

**Property occupied by your organisation**

Is the main property owned, leased or rented by your organisation?	If leased/rented, how long is the outstanding agreement?
<b>Owned</b>	

## Summary of grant request

St John's church is not a fully accessible building. It has poor mobility access and facilities, only one non-accessible toilet, an unreliable hearing system and inadequate kitchen facilities. Thus, it doesn't meet the needs of groups of existing users and many more are prevented from using the space. This project addresses the recommendations from the 2016 Access Audit, funded by CBT.

The project will be sent out for tender to three or more contractors with the aim to deliver in 2019. We envisage that it will be managed by a freelance Construction Specialist; the alternative to engaging an external specialist would be to use the Design and Build route. This will be determined at the stage when tender plans are drawn up. The management of the scheme will be overseen by the Project Committee whose expertise covers: buildings and architecture, legal, compliance, marketing, project management and finance. The Committee meets monthly and is accountable to the Parochial Church Council and governed by a ratified Terms of Reference and reporting structure.

The project aims to make St John's church a more inclusive and accessible community hub for all. This will focus on enhancing the building to be safe and welcoming, with improved access throughout and warm sustainable facilities,\*. Specifically, it will achieve:

- ? an accessible approach route into and around the church
- ? level thresholds to ensure that all necessary areas are reachable
- ? surfaces and flooring that do not impede wheelchairs, walking aids or strollers
- ? easy access to WC and baby-changing facilities
- ? upgrading the hearing enhancement system
- ? a refurbished, accessible kitchen

We will ensure that the refurbishment does not prejudice the character of the Grade II listed building, or increase the risk of long-term deterioration to the building's fabric or fittings.

(\*In parallel to this application, and noting recommendations from the Eco-Audit, a self-funded works project to upgrade the heating, lighting, electricals and some flooring replacement will start in summer of 2018. Over £200,000 has been accumulated through community fundraising.)

Since 2011 St John's has been working on its Building Regeneration Project: planning and consulting, fundraising extensively, strengthening its governance and management skill-set, applying for grants etc. St John's has benefited from two successful CBT grant requests helping us come closer to our goal: Access Audit (2016) and Eco-Audit (2017). All these endeavours leave our Project Committee and Church Council extremely well placed to work within the City Bridge Trust's guidelines and take forward the work proposed.

This accessibility project will help St John's church come closer to the Trust's Programme Outcomes as well as its own vision of operating at the heart of the community and being inclusive to all. St John's community surveys have highlighted a great local need for its space that it currently can't meet. With proper refurbishment, church attendees, event/activity participants and hirers will increase and it won't physically fall as a public building.

Namely; groups that will be able to use the church more easily are disabled people, the elderly and those with hearing impairment, school pupils and students, playgroup attendees, the local Children's Centre and nurseries; those with mobility issues and wheelchair users from the Bradbury Centre for Assisted Living, Bedelsford Special School.

**St John's:**

- holds its management team responsible for overseeing accessibility issues and consulting users with disabilities
- welcomes people from all backgrounds and values diversity (a member of inclusive-church.org)
- values and supports volunteering (over 100 volunteers help run St John's)
- reduces its carbon footprint by adhering to The Church of England's Environmental Policy and is committed to implementing recommendations from CBT's Eco-Audit.

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.

**Create accessible approach routes into and around the church.**

? **remodel external entrances and install safe ramps to create a safe and welcoming access into the building**

? **designate a blue badge parking area**

? **provide improved external signage to assist access for those with visual impairment**

**Ensure that all public areas within the church are reachable for church users, volunteers and future employees**

? **improve ramp access to the East End of the building to meeting room, chapel and office**

? **upgrade unsafe flooring tiles**

? **relocate and remove stepped access to the font**

**Update and construct new toilet and baby-changing facilities**

? **Update the existing single toilet at the rear as per the recommendations**

? **Install five new toilets, including one accessible cubicle, within the community area at the west end**

? **Baby-changing facilities, including an appropriate table, will be installed**

**Improve facilities for the hearing impaired**

? **upgrade hearing enhancement system**

? **provide training in its use for staff and volunteers**

? **provide signage throughout the church**

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

**Create accessible approach routes into and around the church**

? **The general community will perceive St John's to be more open and welcoming**

? **Those with mobility issues will feel supported, be able to park at the church and feel confident they will be able to access the building easily**

**Ensure that all public areas within the church are reachable**

? **The community will comment on the safe, welcoming, inclusive gathering space**

? **Bookings from wider user groups will increase**

? **Bookings from Bedelsford Special Needs School, the Bradbury Centre for Assisted Living and Children's Centres and Nurseries will increase**

**Construct step free access to WCs and baby-changing facilities**

? **Bookings from groups involving children and babies will increase**

? **Bookings from Bedelsford Special Needs School, the Bradbury Centre for Assisted Living, Scouts, Children's Centres and Nurseries will increase**

? **The church will see an increase in general event bookings**

**Improve facilities for the hearing impaired**

? **Hearing impaired or older people will find it easier to hear and participate in services and events.**

? **The church can be marketed for hire to special needs groups eg Bedelsford Special Needs School which has a specific need for hearing enhancement facilities**

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?

**This work forms part of a larger regeneration scheme to modernise and improve the church, safeguarding it for the future and expanding its use as a flexible inclusive community space. We'll continue a programme of fund raising activities and grant applications to realise our vision. Ongoing maintenance is the responsibility of the church council; budgets are allocated for this purpose.**

## Who will benefit?

### About your beneficiaries

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

**3,000**

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

**Kingston (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
External parking, cycle racks, upgrades to hand rails, signage and access foot path	4,200	0	0	0
Renovation and upgrade work to North Porch entrance (kitchen entrance)	15,500	0	0	0
Main entrance & East End, access and disabled ramps	25,000	0	0	0
Entrance lobby reconfiguration and adding internal glass portico	15,000	0	0	0
Re-positioning of font, hearing enhancement system	3,500	0	0	0
Renovation of toilet and meeting room lobby at rear	1,100	0	0	0
Building and drainage for accessible toilets in the main building (50% allocation)	11,000	0	0	0
Redesign and remedial work to 2 aisles each side of nave	14,000	0	0	0
Contingency, allowance to engage freeland construction specialist for build phase	10,000	0	0	0

<b>TOTAL:</b>	<b>99,300</b>	<b>0</b>	<b>0</b>	<b>0</b>
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### What income has already been raised?

Source	Year 1	Year 2	Year 3	Total
Regeneration Fund (restricted) as at Dec 2017	204,506	0	0	0
2018 estimated net fundraising activity	10,390	0	0	0
	0	0	0	0

<b>TOTAL:</b>	<b>214,896</b>	<b>0</b>	<b>0</b>	<b>0</b>
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### What other funders are currently considering the proposal?

Source	Year 1	Year 2	Year 3	Total
None	0	0	0	0

<b>TOTAL:</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
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### How much is requested from the Trust?

Expenditure heading	Year 1	Year 2	Year 3	Total
As listed above in the total cost of the proposed project	99,300	0	0	0

<b>TOTAL:</b>	<b>99,300</b>	<b>0</b>	<b>0</b>	<b>0</b>
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## Finance details

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

Financial year ended:	Month: <b>December</b>	Year: <b>2017</b>
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Income received from:	£
Voluntary Income	105,479
Activities for generating funds	15,345
Investment Income	0
Income from charitable activities	76,497
Other sources	3,151
<b>Total Income:</b>	<b>200,472</b>

Expenditure:	£
Charitable activities	3,873
Governance costs	47,134
Cost of generating funds	22,437
Other	10,480
<b>Total Expenditure:</b>	<b>83,923</b>
<b>Net (deficit)/surplus:</b>	<b>116,548</b>
<b>Other Recognised Gains/(Losses):</b>	<b>0</b>
<b>Net Movement In Funds:</b>	<b>116,548</b>

Asset position at year end	£
Fixed assets	0
Investments	0
Net current assets	252,800
Long-term liabilities	0
<b>*Total Assets (A):</b>	<b>252,800</b>

Reserves at year end	£
Restricted funds	230,502
Endowment Funds	0
Unrestricted funds	22,298
<b>*Total Reserves (B):</b>	<b>252,800</b>

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

### Statutory funding

For your most recent financial year, what % of your income was from statutory sources?  
0%

### Organisational changes

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

None.

### Previous funding received

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

	Year 3 £	Year 2 £	Most recent £
City of London (except City Bridge Trust)	0	0	0
London Local Authorities	0	0	0
London Councils	0	0	0
Health Authorities	0	0	0
Central Government departments	0	0	0
Other statutory bodies	0	0	0

### Previous grants received

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

Name of Funder	Year 3 £	Year 2 £	Most recent £
n/a	0	0	0
n/a	0	0	0
n/a	0	0	0
n/a	0	0	0
n/a	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: **Mrs Vicky Maunder**

Role within                      **Vicar**  
Organisation:

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# The City Bridge Trust

## Investing In Londoners: Application for a grant



### About your organisation

Name of your organisation: <b>The Old Vic Theatre Trust 2000</b>	
If your organisation is part of a larger organisation, what is its name? <b>N/A</b>	
In which London Borough is your organisation based? <b>Lambeth</b>	
Contact person: <b>Ms Victoria Burton</b>	Position: <b>Head of Trusts and Foundations</b>
Website: <b><a href="http://www.oldvictheatre.com">http://www.oldvictheatre.com</a></b>	
Legal status of organisation: <b>Registered Charity</b>	Charity, Charitable Incorporated Company or company number: <b>1072590</b>
When was your organisation established? <b>28/11/1998</b>	

### Grant Request

Under which of City Bridge Trust's programmes are you applying? <b>Making London More Inclusive</b>
Which of the programme outcome(s) does your application aim to achieve? <b>Community buildings that are more accessible and as a result Disabled people actively taking part in the arts or sport</b>
Please describe the purpose of your funding request in one sentence. <b>Improve access to our Grade II* heritage building by creating a new entrance with lift, enhancing the visitor experience and making the theatre more inclusive.</b>
When will the funding be required? <b>15/10/2018</b>
How much funding are you requesting? Year 1: <b>£100,000</b> Year 2: <b>£0</b> Year 3: <b>£0</b>  <b>Total: £100,000</b>

**Aims of your organisation:**

Artistic Director Matthew Warchus' overarching mission is for The Old Vic to be a strong advocate for the power of theatre as a force for good in society. We want to continue to make theatrical history by presenting outstanding work with a popular, intelligent, surprising and unintimidating signature; develop a strong social mission that will capture the imagination and engender a sense of loyalty amongst audiences, donors, creatives and actors; make our 200 year old building physically secure and financially sustainable and achieve all of this without the need for subsidy.

The Old Vic has agreed six strategic objectives for Matthew's tenure:

- Establish The Old Vic as a world leader in theatre, creativity and entertainment
- Reach more audiences in new places and in new ways
- Unlock creative imagination in people of all ages and backgrounds
- Deliver best-in-class operational performance
- Revitalize our building to enrich audience experience
- Innovate to drive growth and investment

**Main activities of your organisation:**

The Old Vic is one of the most respected and best loved theatres in the world. During 200 years of rich theatrical history some of the UK's finest actors, writers and directors have worked here, developing an international reputation for artistic excellence. Under Artistic Director Matthew Warchus, the artistic programme has diversified, offering an eclectic mix of new writing, musicals, dance, arthouse plays and re-imaginings of the classics. Daytime family work and late night music, magic and comedy have been added.

Through its education, community and artist development programmes, The Old Vic also continues to champion creative approaches to social mobility, education and engagement, seeking particularly to support young people to be the best they can be, whether or not they want to make a career in theatre. Giving access to world-class theatre to as many people as possible with as few barriers to access as possible is our goal.

**Number of staff**

Full-time:	Part-time:	Management committee members:	Active volunteers:
<b>81</b>	<b>7</b>	<b>12</b>	<b>0</b>

**Property occupied by your organisation**

Is the main property owned, leased or rented by your organisation?	If leased/rented, how long is the outstanding agreement?
<b>Owned</b>	

## Summary of grant request

As part of a multi-phased scheme of renewal and renovation, The Old Vic plans to address its key physical challenges over the next few years. This comprehensive programme of works will transform the experience for visitors, and unlock new audiences and income streams, thus securing The Old Vic's future as an independent theatre with a social mission.

The works have been split into three distinct, but interconnected, phases to ensure that each is completed as funding becomes available. The first phase commenced in 2017 with a refresh of the façade in time for our 200th anniversary. This phase will continue in early 2019 with essential upgrades that will make the building truly accessible for the first time as well as increase the number of WCs and improve circulation front of house.

For 200 years, The Old Vic has played a central role in shaping the development of theatre and careers in this country as well as offering the local community educational entertainment. Built in 1818, with listed building status (Grade II\*), its structural limitations make creating a fully accessible venue difficult to achieve. However, this project recognises the importance of universal access and offers an imaginative, cost-effective solution that takes into consideration audience needs while creating space to innovate and grow income streams.

We want to open our doors to everyone, but our provision for disabled visitors is severely compromised by a lack of step-free access to any of the front of house spaces. Wheelchair users are only able to access our two wheelchair seating positions in the stalls via a fire exit and cannot access the box office, any of our bars or the front of house spaces. Our foyers are not sympathetic to use by disabled visitors.

Under the proposed scheme, the box office, basement bar and WCs will all be made accessible to wheelchair users. Access to the auditorium will be improved, allowing independent admission. This will be achieved by creating a new entrance on Waterloo Road, with platform lift and separate set of stairs, which enables patrons to reach the auditorium and foyer and travel down to the basement bar.

Expanding the foyer by 50%, allowing greater circulation throughout the entire front of house, will create a more pleasant and enjoyable experience for all visitors, especially access patrons, as well as contribute to the financial stability of the business through increased bar and merchandise sales.

This project achieves City Bridge Trust's 'Making London More Inclusive' programme outcome of ensuring community buildings are more accessible and as a result are more widely used by disabled people. David Bonnett Associates recently ran a focus group, focusing specifically on wheelchair users and mobility impaired patrons, to solicit feedback on The Old Vic's proposed plans.

In addition to concessions for disabled patrons, The Old Vic runs discounted ticket schemes, such as the PwC £10 Previews, which is open to all, to break down barriers to attendance and encourage the greatest possible diversity of our audiences. During Matthew Warchus' tenure as Artistic Director, he has doubled the number of shows and increased the range of work we offer so that we appeal to more people and more diverse groups of people.

We have implemented a number of initiatives to reduce our carbon footprint over the past year, including i) upgrading our temperature control systems and installing thermostatic radiator valves, ii) switching to an electricity supplier providing 100% renewable energy, iii) introducing e-tickets and iv) ensuring that all takeaway containers in our café are compostable. Our Creative Green certification rating from Julie's Bicycle was recently increased from three to four stars.

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 at present**

## **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 new entrance on Waterloo Road, allowing step-free access front of house at The Old Vic for the first time**

**A new platform lift internally to link the Waterloo Road entrance to the foyer and the basement, making the bars, cafe and box office accessible**

**Improved toilet provision - An additional wheelchair accessible, unisex toilet in the basement**

**Additional access seats / wheelchair spaces in the auditorium, doubling the number of wheelchair spaces from two to four and adding two (possibly more) flexible spaces.**

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 Old Vic's foyer, basement bar and toilets will become accessible from street level, offering equality of visitor experience to disabled patrons and people with mobility issues.**

**A remodeled side entrance and lift will transform wheelchair access to the basement and ground floor levels, allowing patrons to use the bars and facilities independently rather than trying to attract the attention of front of house staff and using a side entrance (fire exit) to the auditorium.**

**An accessible WC in the basement means that disabled patrons will be able to visit The Old Vic at all times. Currently, the only accessible WC is accessed through the auditorium and is only available pre-show and in the interval. This additional WC will double provision.**

**Doubling the number of wheelchair spaces from the current two to four permanent spaces plus additional flexible spaces will mean more disabled patrons will be able to enjoy world-class theatre every year.**

**A remodelled foyer and lowered Box Office counter with hearing loop will ensure that anyone with access needs feels welcome at The Old Vic and able to book/collect tickets independently.**



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?

**Once the construction phase is complete, maintenance of the new entrance, lift, accessible WC and access seats will form part of our annual maintenance budget.**

## Who will benefit?

### About your beneficiaries

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

**300,000**

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
Demolitions and Alterations, External Works	61,113	0	0	0
Mechanical, Electrical and Plumbing	336,736	0	0	0
Doors, Walls and Partitions	147,576	0	0	0
Substructure, BWIC	70,747	0	0	0
Stairs and Balustrades, Lift Installation	39,081	0	0	0
Floor and Ceiling Finishes	64,465	0	0	0
Fixtures, Fittings & Equipment, Including Sanitary Appliances and Lift	177,950	0	0	0
Clients Costs & VAT	951,000	0	0	0
Preliminaries, Contingency, Inflation, Risk Allowance and Design Development	647,333	0	0	0

<b>TOTAL:</b>	<b>2,496,00</b>	<b>0</b>	<b>0</b>	<b>0</b>
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### What income has already been raised?

Source	Year 1	Year 2	Year 3	Total
Trusts and Foundations	200,000	505,000	0	0
Lambeth Council	30,000	0	0	0
Old Vic Endowment	168,000	0	0	0
Individuals and Gift Aid	160,000	338,790	0	0

<b>TOTAL:</b>	<b>558,000</b>	<b>843,790</b>	<b>0</b>	<b>0</b>
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### What other funders are currently considering the proposal?

Source	Year 1	Year 2	Year 3	Total
The Weinstock Fund	5,000	0	0	0
Virdor Credits	100,000	0	0	0
	0	0	0	0
	0	0	0	0

<b>TOTAL:</b>	<b>105,000</b>	<b>0</b>	<b>0</b>	<b>0</b>
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### How much is requested from the Trust?

Expenditure heading	Year 1	Year 2	Year 3	Total
Demolitions and alterations - entrance side door	25,655	0	0	0
Demolitions and alterations - basement	6,500	0	0	0
Stairs and Balustrades	16,700	0	0	0
External Walls and Doors	21,145	0	0	0
Electrical	5,000	0	0	0
New lift	25,000	0	0	0
	0	0	0	0

	0	0	0	0
	0	0	0	0
<b>TOTAL:</b>	<b>100,000</b>	<b>0</b>	<b>0</b>	<b>0</b>

## Finance details

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

Financial year ended:	Month: <b>August</b>	Year: <b>2016</b>
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Income received from:	£
Voluntary Income	3,289,348
Activities for generating funds	8,396,511
Investment Income	618
Income from charitable activities	604,090
Other sources	0
<b>Total Income:</b>	<b>12,290,567</b>

Expenditure:	£
Charitable activities	3,919,470
Governance costs	57,244
Cost of generating funds	8,191,231
Other	56,232
<b>Total Expenditure:</b>	<b>12,224,177</b>
<b>Net (deficit)/surplus:</b>	<b>66,390</b>
<b>Other Recognised Gains/(Losses):</b>	<b>0</b>
<b>Net Movement In Funds:</b>	<b>66,390</b>

Asset position at year end	£
Fixed assets	6,376,533
Investments	0
Net current assets	1,016,352
Long-term liabilities	1,954,760
<b>*Total Assets (A):</b>	<b>5,438,125</b>

Reserves at year end	£
Restricted funds	617,823
Endowment Funds	0
Unrestricted funds	4,820,302
<b>*Total Reserves (B):</b>	<b>5,438,125</b>

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

### Statutory funding

For your most recent financial year, what % of your income was from statutory sources?  
1-10%

### Organisational changes

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

The Old Vic Board has been working to modernise its governance arrangements. Subject to Charity Commission approval, the objects of the Charity will be updated to ensure they reflect our commitment to promoting the arts for public benefit, and to preserving the cultural heritage of The Old Vic; and appoint future Trustees for three year terms, up to a maximum of three consecutive terms.

### Previous funding received

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

	<b>Year 3 £</b>	<b>Year 2 £</b>	<b>Most recent £</b>
City of London (except City Bridge Trust)	0	0	0
London Local Authorities	0	0	0
London Councils	20,000	20,000	620,000
Health Authorities	0	0	0
Central Government departments	0	0	0
Other statutory bodies	0	45,000	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.

<b>Name of Funder</b>	<b>Year 3 £</b>	<b>Year 2 £</b>	<b>Most recent £</b>
The Sackler Trust	150,000	165,000	165,000
The Gosling Foundation	100,000	100,000	0
TS Elliot Estate	50,000	50,000	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: **Victoria Burton**

Role within                      **Head of Trusts and Foundations**  
Organisation:

# The City Bridge Trust

## Investing In Londoners: Application for a grant



### About your organisation

Name of your organisation: <b>Why me? Victims for Restorative Justice</b>	
If your organisation is part of a larger organisation, what is its name?	
In which London Borough is your organisation based? <b>Southwark</b>	
Contact person: <b>Ms Lucy Jaffé</b>	Position: <b>Director</b>
Website: <b><a href="http://www.why-me.org">http://www.why-me.org</a></b>	
Legal status of organisation: <b>Registered Charity</b>	Charity, Charitable Incorporated Company or company number: <b>1137123</b>
When was your organisation established? <b>28/07/2010</b>	

### Grant Request

Under which of City Bridge Trust's programmes are you applying? <b>Making London Safer</b>		
Which of the programme outcome(s) does your application aim to achieve? <b>Victims of hate crime being more aware of their rights and empowered to reduce feelings of fear</b>		
Please describe the purpose of your funding request in one sentence. <b>Enabling victims of hate crime from the LGBTQ community to access Restorative Justice in order to give them a voice and contribute to their recovery.</b>		
When will the funding be required? <b>01/10/2018</b>		
How much funding are you requesting?		
Year 1: <b>£38,620</b>	Year 2: <b>£41,890</b>	Year 3: <b>£40,027</b>
<b>Total: £120,537</b>		

**Aims of your organisation:**

Why me? aims to widen access to Restorative Justice (RJ) for victims of crime. The charity aims to challenge society's response to crime through supporting victims and changing the way statutory, legislative and voluntary bodies respond to victims of crime following conviction and sentencing. Our central aim is to champion the transformative effects of RJ which moves the dialogue after conviction away from blame and punishment, to understanding and communication by refocusing onto the effects of crime on victims.

The idea is that through carefully managed meetings in a safe space, victims who wish to can meet those who have been convicted of a crime against them enabling a conversation to take place. By moving the focus away from 'the crime' to 'the victim' it is often possible for victims to gain greater understanding and move towards recovery from trauma by asking difficult and direct questions of those who have hurt them.

**Main activities of your organisation:**

Provide a centre of excellence for restorative justice in England and Wales  
 Develop and maintain three partnerships with external agencies to deliver RJ  
 Provide an RJ service to 20-30 cases pa  
 Develop and share best practice with CJ professionals based on our own service experience

Promote RJ to victims of crime, the public and professionals  
 Run online and offline media campaigns to promote RJ  
 Run communications campaigns to reach different groups  
 Speak at CJ trade and external events to promote RJ

Influence policy and legislation to widen access to RJ for victims  
 Hold Police and Crime Commissioners to account for duties to inform victims about RJ under Victims Code of Practice  
 Lobby Government, and other policy-makers to support RJ  
 Support individual victims to speak to power about their own RJ experience

**Organisational Development**

Establish new income streams to sustain organisation  
 Inwardly invest in organisation to have fit-for-purpose systems and people to support expansion  
 Develop equality and diversity policy and practice

**Number of staff**

Full-time:	Part-time:	Management committee members:	Active volunteers:
<b>0</b>	<b>6</b>	<b>9</b>	<b>20</b>

**Property occupied by your organisation**

Is the main property owned, leased or rented by your organisation?	If leased/rented, how long is the outstanding agreement?
<b>Rented</b>	<b>6 months</b>



## Summary of grant request

Why me? is asking for funding for a project focusing on victims of hate crime from the LGBTQ community across London to help amplify their voices and aid individual victims' recovery.

Currently in London, the availability of Restorative Justice (RJ) for victims of hate crime from the LGBTQ community is patchy and there is little awareness of the RJ option where such exists. This project will demonstrate the efficacy of the RJ approach for victims of hate crime where prejudice towards a person's sexual orientation or gender identity is the main motivation for a perpetrator's crime.

The project will offer victims the opportunity to participate in RJ, enabling them to communicate with perpetrators, ask questions and explain the effects of the crime on their everyday lives via carefully managed and facilitated meetings. There is strong and well documented evidence to show that Restorative Justice can be transformative for victims, helping them feel less threatened, less anxious and more confident.

The project will also help to raise awareness within the LGBTQ community in London about RJ and the potential to help survivors of hate crime by providing an opportunity to get questions answered and enabling them to describe the impact of crime motivated by prejudice and hostility. The idea is to empower victims and help them reclaim confidence and move forward positively.

Another aim is to embed the idea of RJ as an option for victims of hate crime within the LGBTQ community in London by involving key agencies such as GALOP, Stonewall and Stop Hate. In addition we want to encourage the police, prison and probation services to see RJ as an effective intervention in cases where a crime was motivated by prejudice and hostility because of a person's sexual orientation or gender identity. Why me? has a strong track record in engaging cross-sector agencies so we feel confident in our ability to involve key stakeholders throughout.

We hope that the work proposed will help expand the conversation about tackling hate crime via social and traditional media. Part of the work planned will include creating platforms for victims' voices through case studies and channels such as Twitter, our own website, print media, television, radio and at public events. The work will involve asking participants to become ambassadors and spokespeople to talk about the RJ process and how it helps and impacts on victims belonging to the LGBTQ community. Our larger organisational aim is to expand the conversation around the effects of crime beyond the parameters of blame, shame and punishment moving people to talking in different terms about crime and its impact.

We intend that this project will contribute to wider awareness of the damaging effects of hate crime on the LGBTQ community and encourage discussion and debate. Ultimately, Why me? wishes to see RJ recognised as a key response to hate crime and for it to be included in Home Office strategies and guidance.

The funding we need from City Bridge will enable us to:

1. Contribute to a greater take up of RJ from victim survivors of hate crime from the LGBTQ community
2. Provide a gold standard RJ service to victim survivors of hate crime belonging to the LGBTQ community where individuals feel greater confidence, decreased levels of anxiety and depression,
3. Improve statutory and voluntary victim and criminal justice services in London to view and use RJ as a central coping and recovery option for victims of LGBTQ hate crime
4. Convince local London authorities and national government to endorse the use of RJ with LGBTQ hate crime

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?

**Restorative Services Quality Mark**

## **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.

**Awareness raising within and collaboration with the LGBTQ community around the role of Restorative Justice and how it can help victims of hate crime recover from trauma leading to development of best practice in RJ delivery**

**Awareness and skills training of RJ practitioners to understand LGBTQ perspectives and how to deliver effective Restorative Justice and to develop a model of best practice**

**Provide a Restorative Justice service to victims of hate crime from the LGBTQ community where individuals would like to take part, but have no access to RJ because of lack of suitable provision**

**Lobby and campaign and persuade policymakers to embed RJ as central option for cope and recovery for victims of LGBTQ hate crime in criminal justice and victim policy and practice**

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.

**Greater take up of RJ from victim survivors of hate crime from the LGBTQ community with increased emphasis on taking control in the face of crime motivated by prejudice and hostility.**

**A number of victims of hate crime able to access RJ who would not otherwise have this offered to them because of lack of suitable provision with survivors feeling the positive effects of RJ including outcomes such as greater confidence, decreased levels of anxiety and depression.**

**Better skilled criminal justice professionals and RJ facilitators able to support victims of hate from the LGBTQ community due to systemic change and RJ becoming a fully embedded offer from victim services, specialist equality organisations and criminal justice services accessed by the LGBTQ community**

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?

**This project will run for three years, during which time we will share learning and best practice, with the aim of these being incorporated into main statutory RJ and victim service provision.**

**If successful, we will look for ways to extend the methodology to other groups with protected characteristics who are victims of hate crime.**

## Who will benefit?

### About your beneficiaries

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

**351**

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

*Subsequently revised  
- see over!*

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

Expenditure heading	Year 1	Year 2	Year 3	Total
Policy Development Officer (1.5 days per week)	10,962	11,304	11,656	33,922
RJ Service Co-ordinator (1 day/week)	7,308	7,536	7,771	22,615
Training & standards	5,850	7,000	3,400	16,250
Communications	2,150	4,250	2,900	9,300
Ambassador expenses	750	1,500	1,500	3,750
Evaluation	3,000	1,500	3,000	7,500
Office, IT and telephones	2,000	1,450	1,450	4,900
Volunteer facilitators and travel	1,600	2,350	3,350	7,300
Overheads and core costs	5,000	5,000	5,000	15,000

<b>TOTAL:</b>	<b>38,620</b>	<b>41,890</b>	<b>40,027</b>	<b>120,537</b>
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### What income has already been raised?

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

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

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

<b>TOTAL:</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
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### How much is requested from the Trust?

Expenditure heading	Year 1	Year 2	Year 3	Total
Policy Development Officer (1.5 days per week)	10,962	11,304	11,656	33,922
RJ Service Co-ordinator (1 day per week)	7,308	7,536	7,771	22,615
Training & standards	5,850	7,000	3,400	16,250
Communications	2,150	4,250	2,900	9,300
Ambassador expenses	750	1,500	1,500	3,750
Evaluation	3,000	1,500	3,000	7,500
Office, IT and telephones	2,000	1,450	1,450	4,900
Volunteer facilitators and travel	1,600	2,350	3,350	7,300
Overheads and core costs	5,000	5,000	5,000	15,000

<b>TOTAL:</b>	<b>38,620</b>	<b>41,890</b>	<b>40,027</b>	<b>120,537</b>
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## Funding required for the project

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

Expenditure heading	Year 1	Year 2	Year 3	Total
Policy Development Officer (1.5 days per week)	10,962	11,304		22,266
RJ Service Co-ordinator (1 day/week)	7,308	7,536		14,844
Training & standards (incl. RJ and LTBTQ awareness training, RJ supervision)	4,950	3,900		8,850
Office on costs for staff	1,450	1,450		2,900
Volunteers and ambassadors (expenses)	750	1,500		2,250
Communications and Project Management (incl sharing learning, internal evaluation)	2,950	2,900		5,850

<b>TOTAL:</b>	<b>28,370</b>	<b>28,590</b>		<b>56,960</b>
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### What income has already been raised?

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

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

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

<b>TOTAL:</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
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### How much is requested from the Trust?

Expenditure heading	Year 1	Year 2	Year 3	Total
Policy Development Officer (1.5 days per week)	10,962	11,304		22,266
RJ Service Co-ordinator (1 day/week)	7,308	7,536		14,844
Training & standards	4,950	3,900		8,850
Office on costs for staff	1,450	1,450		2,900
Volunteers and ambassadors (expenses)	750	1,500		2,250
Communications and Project Management (incl internal evaluation)	2,950	2,900		5,850

<b>TOTAL:</b>	<b>28,370</b>	<b>28,590</b>		<b>56,960</b>
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## Finance details

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

Financial year ended:	Month: <b>August</b>	Year: <b>2017</b>
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Income received from:	£
Voluntary Income	116,800
Activities for generating funds	7,426
Investment Income	24
Income from charitable activities	0
Other sources	0
<b>Total Income:</b>	<b>124,250</b>

Expenditure:	£
Charitable activities	139,370
Governance costs	0
Cost of generating funds	7,262
Other	0
<b>Total Expenditure:</b>	<b>146,632</b>
<b>Net (deficit)/surplus:</b>	<b>-22,382</b>
<b>Other Recognised Gains/(Losses):</b>	<b>0</b>
<b>Net Movement In Funds:</b>	<b>0</b>

Asset position at year end	£
Fixed assets	0
Investments	0
Net current assets	108,875
Long-term liabilities	7,772
<b>*Total Assets (A):</b>	<b>101,103</b>

Reserves at year end	£
Restricted funds	57,197
Endowment Funds	0
Unrestricted funds	43,906
<b>*Total Reserves (B):</b>	<b>101,103</b>

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

### Statutory funding

For your most recent financial year, what % of your income was from statutory sources?  
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.			
	Year 3 £	Year 2 £	Most recent £
City of London (except City Bridge Trust)	0	0	0
London Local Authorities	0	0	0
London Councils	0	0	0
Health Authorities	0	0	0
Central Government departments	0	0	0
Other statutory bodies	0	0	26,250

### Previous grants received

Please list the grants received by your organisation from charitable trusts and foundations (other than City Bridge Trust) during the last THREE years. List source, years and annual amounts. Please include the 5 largest only.				
Name of Funder		Year 3 £	Year 2 £	Most recent £
Charles Hayward Foundation	0	25,000	25,000	
Monument Trust	30,000	20,000	20,000	
Barrow Cadbury Trust	22,550	23,400	17,550	
Rayne Foundation	0	10,000	10,000	
Rank Foundation	0	0	30,000	

### 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: **Lucy Jaffe**

Role within Organisation:      **Director**



# The City Bridge Trust

## Investing In Londoners: Application for a grant



### About your organisation

Name of your organisation: <b>Neighbourly Care Southall</b>	
If your organisation is part of a larger organisation, what is its name? <b>n/a</b>	
In which London Borough is your organisation based? <b>Ealing</b>	
Contact person: <b>Mr Andrew Buddle</b>	Position: <b>Chief Executive</b>
Website: <b><a href="http://www.neighbourlycare.org.uk">http://www.neighbourlycare.org.uk</a></b>	
Legal status of organisation: <b>First Contact</b>	Charity, Charitable Incorporated Company or company number: <b>1065772</b>
When was your organisation established? <b>04/01/1983</b>	

### Grant Request

Under which of City Bridge Trust's programmes are you applying? <b>Older Londoners</b>		
Which of the programme outcome(s) does your application aim to achieve? <b>Older Londoners aged 75 years and over living more active and healthier lives Fewer older Londoners aged over 75 years with depression and more reporting improved well-being</b>		
Please describe the purpose of your funding request in one sentence. <b>To provide an inclusive service to older people Irrespective of background within which we offer structured services which improve social isolation and wellbeing</b>		
When will the funding be required? <b>01/10/2018</b>		
How much funding are you requesting?		
Year 1: <b>£36,557</b>	Year 2: <b>£35,797</b>	Year 3: <b>£36,037</b>
<b>Total: £108,391</b>		

**Aims of your organisation:**

...to promote the relief of all people in need including those who are disabled or in need in any manner, which is now, or hereafter may be deemed by law to be charitable, within west London and Middlesex.

**Main activities of your organisation:**

- ? Neighbourly Care provides fully inclusive services to 3800 older people in 20 local neighbourhood hubs ? plus a befriending scheme for 450 housebound elders receiving weekly visits at home
- ? Our services include -
- ? Exercise classes and health walks
- ? Falls awareness courses
- ? General health programme of talks and discussion
- ? Mental Health talking therapy programme
- ? Mental health project for ex-users of khat
- ? Dementia awareness 18 Neighbourly Care Dementia Champions/80 Dementia Friends from 20 minority communities
- ? Programme of computer classes for users
- ? Advice surgeries and support with weekly advice surgeries
- ? Cultural and social activities arts and crafts, writing, singing, dancing, drawing and painting groups
- ? Diabetes Risk assessments for 4,500+ residents
- ? Making Every Contact Count training
- ? Support for carers - cafe, advice and social activities
- ? Volunteering ? 600+ volunteers
- ? Support for 18 minority community groups in Neighbourly Care consortium
- ? Open air ?green? hub opened at Horsenden Farm.

**Number of staff**

Full-time:	Part-time:	Management committee members:	Active volunteers:
<b>3</b>	<b>5</b>	<b>5</b>	<b>600</b>

**Property occupied by your organisation**

Is the main property owned, leased or rented by your organisation?	If leased/rented, how long is the outstanding agreement?
<b>Leased</b>	<b>1 year</b>

## Summary of grant request

Founded in 1983 Neighbourly Care is the leading voluntary sector provider of services for older people and their carers across the London Borough of Ealing.

Our vision is the creation of an environment and a culture of justice and fairness in which everyone has a voice, everyone is heard and everyone is understood: a place where everyone can contribute to, and benefit from, a vibrant and diverse community. We work as the lead partner in a consortium in which we support a range of smaller minority community groups. Our partnership seeks to ensure that all of Ealing's communities have a sense of belonging, that we build strong and positive relationships between people of different backgrounds and that we work towards a shared vision of equity and social inclusion.

We offer structured services which make a difference to physical and mental health, to inclusion and participation as a response to social isolation and loneliness and to the extension of independent living.

Neighbourly Care works with 19 of Ealing's minority community groups providing pathways into Ealing's many diverse communities. We support nearly 4,000 older users in drop in hubs in 20 separate local neighbourhood locations across the borough - in addition to running an integrated befriending scheme for 450 housebound older people. Our users derive from over 100 different countries of birth and speak over 40 first languages, one third (35%) are aged between 75 and 84, and a further 8% are aged over 85. As our population ages there are many "hidden" elders living in social isolation - especially within minority communities where language and cultural differences can accentuate problems over access to support. Our work with our partner groups has achieved notable success in identifying and locating many minority community elders living in social isolation but our partner groups are mostly small and can struggle with capacity, resources, skills and training. Despite our success in recent years much more can be achieved by sharing skills and experience within and between partner groups to reach and support even greater numbers of vulnerable older people.

We seek funding over 3 years for the employment costs of a Senior Projects Officer to strengthen our project management team and specifically to develop and expand our work with socially isolated older people aged 75 and over from Ealing's many diverse minority communities, to engage with a wide range of existing and new partners, to promote information and awareness of health issues and to promote collaboration and exchange between communities.

The work will be offered in a culture of safety, ownership of identity and respect and sensitivity to the language and cultural integrity of the individual older person.

The work will contribute to the following programme outcomes -

Older people aged over 75 years living more active and healthier lives - by introducing older people to socialising activities and participation in our physical activity and health programmes.

Fewer older people aged over 75 years with depression and more reporting improved wellbeing - by engaging older people in our structured range of wellbeing and mental health programmes, and by providing socialising activities and peer group support.

Older people having increased awareness of benefits, finance, housing and other rights - by engaging older people with our advice surgeries and information services.

People living with Alzheimers and other forms of dementia having a better quality of life -

*Continues overleaf*

*Continued from previous*

by introducing older people to our dementia friendly hubs and by working with Neighbourly Care's 18 Dementia Champions and 80 Dementia Friends.

Support, respite and advice for older carers - by engaging older carers with our range of carer support 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?

**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.

**Capacity building and support for 20 of Neighbourly Care's smaller minority community group partners who work with minority community older people. This will include quarterly training day workshops over the lifetime (3 years) of the work, involving each minority community group.**

**Support for socially isolated older people - especially from minority communities. 100 older people from minority community partners attending one or more of Neighbourly Care's 20 borough wide local neighbourhood hubs each week in each of 3 years (300 in total)**

**Befriending - recruiting and training 5 volunteer befrienders from each of 20 minority community group partners per year (100 befrienders per year, 300 in total over 3 years). Providing weekly befriending visits to 100 socially isolated minority community elders per year for 3 years (300 befriended elders in total)**

**Support for carers - local carer groups established in each of Neighbourly Care's 20 local neighbourhood hubs across the borough. 4 carers cafes established. Carers support linked to Neighbourly Care advice and information services. Employment and education advice, training and support offered to carers, especially older carers.**

**Managing mental health - partnerships with professional agencies (West London Mental Health Trust) to organise IAPT (talking therapy) workshops for older people in each of Neighbourly Care's 18 local neighbourhood hubs.**

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 socially isolated older people from minority communities are engaged in our services and reporting self assessed improvement in their wellbeing - utilising the Warwick-Edinburgh self assessment of wellbeing questionnaire.**

**More housebound and lonely older people are reporting life changes resulting from befriending visits.**

**Neighbourly Care's minority community partners are more confident, better equipped, better resourced and more outward looking - networking more closely at local level with other communities and partners and more confident with external agencies.**

**Older people with depression and mental health concerns are managing their conditions better.**

**Carers are more aware of their rights and of the support available to them, and sharing concerns with other carers in supported situations**

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 are looking to diversify our income stream - by creating a number of social enterprises, including a co-operative home care agency offering quality services to users - and fairness and equality to care workers - building on our track record and reach to nearly 4,000 older people. We are currently drawing up business models.**

## Who will benefit?

### About your beneficiaries

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

**200**

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

**Ealing (100%)**

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
Gross annual salary - Senior Projects Officer	30,000	30,000	30,000	90,000
Employer National Insurance and pension costs	3,457	3,697	3,937	11,091
Training	1,000	500	500	2,000
Telephone and Information technology	850	350	350	1,550
Contribution to running costs (office rent, stationery, etc)	1,250	1,250	1,250	3,750

<b>TOTAL:</b>	<b>36,557</b>	<b>35,797</b>	<b>36,037</b>	<b>108,391</b>
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### What income has already been raised?

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

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

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

<b>TOTAL:</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
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### How much is requested from the Trust?

Expenditure heading	Year 1	Year 2	Year 3	Total
Gross annual salary - Senior Projects Officer	30,000	30,000	30,000	90,000
Employer National Insurance and pension costs	3,457	3,697	3,937	11,091
Training	1,000	500	500	2,000
Telephone and Information technology	850	350	350	1,550
Contribution to running costs (office rent, stationery, etc)	1,250	1,250	1,250	3,750

<b>TOTAL:</b>	<b>36,557</b>	<b>35,797</b>	<b>36,037</b>	<b>108,391</b>
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## Finance details

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

Financial year ended:	Month: <b>March</b>	Year: <b>2017</b>
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Income received from:	£
Voluntary Income	7,819
Activities for generating funds	7,722
Investment Income	0
Income from charitable activities	357,520
Other sources	0
<b>Total Income:</b>	<b>373,061</b>

Expenditure:	£
Charitable activities	367,681
Governance costs	5,480
Cost of generating funds	0
Other	0
<b>Total Expenditure:</b>	<b>373,161</b>
<b>Net (deficit)/surplus:</b>	<b>-100</b>
<b>Other Recognised Gains/(Losses):</b>	<b>0</b>
<b>Net Movement In Funds:</b>	<b>-100</b>

Asset position at year end	£
Fixed assets	0
Investments	0
Net current assets	19,610
Long-term liabilities	0
<b>*Total Assets (A):</b>	<b>19,610</b>

Reserves at year end	£
Restricted funds	0
Endowment Funds	0
Unrestricted funds	19,610
<b>*Total Reserves (B):</b>	<b>19,610</b>

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

### Statutory funding

For your most recent financial year, what % of your income was from statutory sources?  
91-100%

### Organisational changes

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

The unrestricted reserves position has improved to £44465 at 31 March 2018 and is forecast to improve further in the current year. The charity pays invoices on receipt, does not enter into contracts beyond one year duration, and the current statutory redundancy liability stands at less than £30,000. Current local authority commissioning is firmly expected to be renewed for a further 4 years from 2019.



### Previous funding received

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

	<b>Year 3 £</b>	<b>Year 2 £</b>	<b>Most recent £</b>
City of London (except City Bridge Trust)	0	0	0
London Local Authorities	225,031	290,000	290,000
London Councils	0	0	0
Health Authorities	60,260	67,520	62,520
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.

<b>Name of Funder</b>	<b>Year 3 £</b>	<b>Year 2 £</b>	<b>Most recent £</b>
Anon	0	0	20,000
Mercers Company	0	0	13,512
Essex Fairway Charitable Foundation	10,000	0	0
Co-Operative Local Community Fund	0	0	10,000
	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: **Andrew Thomas Buddle**

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: <b>Islington People's Rights</b>	
If your organisation is part of a larger organisation, what is its name? <b>No</b>	
In which London Borough is your organisation based? <b>Islington</b>	
Contact person: <b>Mr Gerard Omasta-Milsom</b>	Position: <b>Chief Executive</b>
Website: <b><a href="http://www.ipradvice.org.uk">http://www.ipradvice.org.uk</a></b>	
Legal status of organisation: <b>Registered Charity</b>	Charity, Charitable Incorporated Company or company number: <b>1077688</b>
When was your organisation established? <b>15/09/1983</b>	

### Grant Request

Under which of City Bridge Trust's programmes are you applying? <b>Reducing Poverty</b>		
Which of the programme outcome(s) does your application aim to achieve? <b>More people accessing debt and legal services</b> <b>More Londoners with improved economic circumstances</b>		
Please describe the purpose of your funding request in one sentence. <b>Provide specialist welfare and debt advice and appropriate referrals to ensure Islington residents have the advice and support needed to alleviate poverty.</b>		
When will the funding be required? <b>03/09/2018</b>		
How much funding are you requesting?		
Year 1: <b>£41,312</b>	Year 2: <b>£42,505</b>	Year 3: <b>£43,727</b>
<b>Total: £127,544</b>		

**Aims of your organisation:**

IPR is the main agency in Islington delivering specialist welfare benefits and debt advice. The charity has operated as an independent advice centre since 1969, with a strong track record of support for the most vulnerable in society. Our core advice services are free and include a telephone advice line and appointments. IPR has substantial experience in providing services for clients with disabilities and mental health issues. Each year we deal with over 9,000 enquiries leading to c.3,000 cases over the last year. 900 of these cases relate to our work with mental health clients. c.70% of IPR clients are disabled and we advocate for some of the most marginalised people in our community. Most of our work takes place in community settings ensuring local impact. Our services focus on those with mental health issues, disabilities, drug and alcohol problems, as well as on carers, ex-offenders and those linked to certain Black, Asian, Minority Ethnic and Refugee (BAMER) communities.

**Main activities of your organisation:**

Key projects include Access+ funded by Trust for London, which provides debt, and welfare rights advice sessions within local BAMER communities. This delivers training and support to partners to develop their expertise. IPR Care is a project focused on the needs of carers also funded by grant making trusts. A year ago we completed a three-year project called IPR Advance funded by the City Bridge Trust that engaged ex-offenders, particularly those affected by drug and alcohol issues. We work closely with the local Somali, Arab, Eritrean and Chinese communities as well as Latin American women. IPR has an important link with a local women's aid organisation that engages particularly vulnerable women, many affected by domestic violence. We work with homeless residents and those at risk of homelessness who generally have multiple needs relating to both welfare benefits and debt. Most beneficiaries' needs are complex and often involve a combination of welfare benefits, debt, housing and immigration issues.

**Number of staff**

Full-time:	Part-time:	Management committee members:	Active volunteers:
<b>8</b>	<b>4</b>	<b>10</b>	<b>6</b>

**Property occupied by your organisation**

Is the main property owned, leased or rented by your organisation?	If leased/rented, how long is the outstanding agreement?
<b>Rented</b>	<b>5 years</b>

## Summary of grant request

IPR Assist will provide specialist welfare and debt advice to 1,500 Islington residents over three years. All will be severely affected by poverty. At least half will have a disability, both physical and/or mental health. The scale of changes to welfare benefits have led to many more disabled people requesting advice and someone with severe disabilities has faced cuts 19 times greater than the average person.

Islington is one of the most unequal places in the UK. It is the fourteenth most deprived borough in England with the second highest levels of child poverty in London. London's Poverty Profile reveals that in Islington 45% of children live in poverty - the 4th highest rate in England and second highest in London. There are over 400 homeless families and over 1,000 in temporary accommodation. The number of cases of people with no recourse to public funds supported grew to over 200 last year. Increasing numbers of vulnerable individuals are facing homelessness as a result of the 'bedroom tax' and benefits cap.

Debt is a significant problem faced by many Islington residents, with over 13,000 people with unsecured debts exceeding £15,000. With the cost of living rising and benefits and tax credits being cut, people are unable to save and are at risk from financial setbacks. Outreach workers at Help On Your Doorstep refer people to food banks because their benefits are stopped for failing to comply with strict rules of attendance at the Job Centre.

IPR Assist is built on 30 years experience of delivering advice services and a comprehensive evaluation of existing services. This showed significant unmet need and growing waiting lists for debt, benefits, housing advice. The project will provide additional capacity for IPR to deliver tailored and specialist advice on welfare benefits and debt. We will work with key local partners particularly Help On Your Doorstep (HOYD) as well as the council through their Resident Support Scheme (RSS) and social services to identify those residents most affected by poverty and in need of support. IPR Assist will be provided free of charge and will provide intensive support to 500 people a year. Two IPR Assist volunteers will support the activities.

A Specialist Caseworker will deliver 15 appointments each week from our base at the Manor Gardens Centre. Repeat appointments will be needed for people with complex needs. Income maximization is the key to addressing poverty and IPR will not just provide specialist advice but also undertake casework when required. A clear aim for the project is not simply to address the symptoms of poverty but to ensure that people are given the help they need to directly lift them out of poverty altogether.

Detailed plans have been developed laying out what will be achieved, how it will be achieved, who will be involved, how it will be reported and measured and how information will be communicated. Quarterly reports will be produced detailing progress and an evaluation of IPR Assist is planned to disseminate best practice within the advice sector in London and the UK. All of our projects and services are strongly user led. This means undertaking thorough consultation with current and prospective service users as well as with relevant stakeholders.

IPR has strong links with the local community and voluntary sector and we are well known for our focus on alleviating the worst effects of poverty and inequality in Islington. Our services have demonstrated strong outcomes for clients around maximising incomes and resolving debt problems. IPR Assist will ensure that 1,500 Islington residents experiencing acute poverty will have their debts tackled and their financial circumstances improved.

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?

**IPR holds the Specialist Quality Mark (SQM) in both Welfare Benefits and Debt, originally awarded by the Legal Services Commission (LSC), now the Legal Aid Agency (LAA), which is subject to external audit. We are approved intermediaries for the purposes of delivering Debt Relief Orders (DROs)**

## **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 575 one to one 40 minute appointments each year ? 1,725 over three years**

**Assist around 500 people severely affected by poverty per year with comprehensive welfare benefits and debt advice and casework**

**Provide comprehensive debt and welfare benefits services to 1,500 clients helping them make positive transitions out of poverty, against a backdrop of major welfare reforms**

**Refer 1,000 people to specialist services including health, housing and employment**

**Evaluate the project to ensure that organisations addressing poverty throughout London can learn from IPR's experience**

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 suffering poverty will be able to access the specialist welfare and debt advice services they need**

**Islington residents living in poverty will have improved financial circumstances**

**Beneficiaries will report improved wellbeing through appropriate referrals for housing, health and other needs**

**High levels of poverty and inequality in Islington will be addressed by IPR Assist**

**The advice sector in London will have enhanced best practice through the evaluation of IPR Assist**

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?

**IPR will seek alternative funding during the first three years of the project to ensure the activities will continue. Options being explored including statutory and charitable sources. Based on our experience we believe that the success of IPR Assist will provide a compelling case for further funding.**

## 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?

**Islington (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?

**71-80%**





## Funding required for the project

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

Expenditure heading	Year 1	Year 2	Year 3	Total
Specialist Caseworker	37,378	38,312	39,270	114,960
Interpreting Costs	832	949	866	2,647
Promotion	450	450	450	1,350
Volunteer expenses and training	1,310	1,336	1,363	4,009
Evaluation & Report	450	450	450	1,350
Management & Admin	4,850	4,968	5,088	14,906
Organisation Overheads (Rent, Postage, Phones, IT)	4,042	4,140	4,240	12,422
	0	0	0	0
	0	0	0	0

<b>TOTAL:</b>	<b>49,312</b>	<b>50,605</b>	<b>51,727</b>	<b>151,644</b>
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### What income has already been raised?

Source	Year 1	Year 2	Year 3	Total
LB Islington	8,000	8,000	8,000	24,000

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

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

<b>TOTAL:</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
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### How much is requested from the Trust?

Expenditure heading	Year 1	Year 2	Year 3	Total
Specialist Caseworker	37,378	38,312	39,270	114,961
Interpreting Costs	832	849	866	2,546
Promotion	450	450	450	1,350
Volunteer expenses and training	1,310	1,336	1,363	4,009
Evaluation & Report	450	450	450	1,350
Management & Admin	850	968	1,088	2,906
Organisation Overheads (Rent, Postage, Phones, IT)	42	140	240	422
	0	0	0	0
	0	0	0	0

<b>TOTAL:</b>	<b>41,312</b>	<b>42,505</b>	<b>43,727</b>	<b>127,544</b>
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## Finance details

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

Financial year ended:	Month: <b>March</b>	Year: <b>2017</b>
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Income received from:	£
Voluntary income	3,352
Activities for generating funds	0
Investment income	254
Income from charitable activities	419,544
Other sources	0
<b>Total Income:</b>	<b>423,150</b>

Expenditure:	£
Charitable activities	420,673
Governance costs	0
Cost of generating funds	16,391
Other	0
<b>Total Expenditure:</b>	<b>437,064</b>
<b>Net (deficit)/surplus:</b>	<b>-13,914</b>
<b>Other Recognised Gains/(Losses):</b>	<b>0</b>
<b>Net Movement In Funds:</b>	<b>-13,914</b>

Asset position at year end	£
Fixed assets	6,059
Investments	
Net current assets	136,440
Long-term liabilities	
<b>*Total Assets (A):</b>	<b>142,499</b>

Reserves at year end	£
Restricted funds	0
Endowment Funds	0
Unrestricted funds	142,499
<b>*Total Reserves (B):</b>	<b>142,499</b>

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

### Statutory funding

For your most recent financial year, what % of your income was from statutory sources?  
61-70%

### Organisational changes

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

N/a

### Previous funding received

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

	Year 3 £	Year 2 £	Most recent £
City of London (except City Bridge Trust)	0	0	0
London Local Authorities	280,000	285,000	245,000
London Councils	0	0	0
Health Authorities	0	0	0
Central Government departments	0	0	0
Other statutory bodies	72,361	29,263	24,989

### Previous grants received

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

Name of Funder	Year 3 £	Year 2 £	Most recent £
Blg Lottery Fund	0	0	62,500
Trust for London	16,667	40,000	40,000
Cloudesley	3,000	11,277	10,398
Three Oaks Trust	5,000	5,000	5,000
Allen & Overy Foundation	0	0	5,000

### Declaration

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

Please confirm: Yes      Full Name: **Gerard Omasta-Millsom**

Role within  
Organisation:      **Chief Executive**

# The City Bridge Trust

## Bridging Divides: Application for a grant



### About your organisation

#### Organisation Details

Name of your organisation: <b>Camden Community Law Centre</b>	
If your organisation is part of a larger organisation, what is its name? <b>n/a</b>	
In which London Borough is your organisation based? <b>Camden</b>	
Contact person: <b>Mr Sean Canning</b>	Position: <b>Director</b>
Website: <b><a href="http://www.cclc.org.uk">http://www.cclc.org.uk</a></b>	Social Media Accounts: <b>@Camdenlc</b>
What Quality Marks does your organisation currently hold? <b>Lexcel</b>	

#### Legal Status

Legal status of organisation: <b>Registered Charity</b>			
Charity Number: <b>290441</b>	Company Number: <b>1854266</b>	CIC Number:	Bencom Number:
When was your organisation established? <b>17/09/1984</b>			
<b>Aims of your organisation:</b> The Centre's objects are specifically restricted to the following: a) to reduce poverty by providing a range of legal advice, casework and representation services to the local community; b) to empower people to understand their rights by providing public legal education in addition to one to one casework; c) to work in partnership with other agencies to ensure that the Centre's clients are able to benefit from a range of support and help where appropriate; d) to seek to use the Centre's expertise to work with its clients to change policy, practice and the law to enhance social justice; and e) to advance such other charitable purposes as the members of the Management Committee at their absolute discretion may from time to time determine.			

**Main activities of your organisation:**

WE provide:

- Face to face and telephone legal advice;
- Help with preparing benefit appeals and submissions to the first tier tribunal and the Upper tribunal;
- Representation in court and tribunal proceedings across housing, immigration, employment and welfare benefits;
- Using casework to articulate public policy issues affecting residents in Camden and London-wide;
- Working in partnership with local advice agencies to provide London access to advice services for residents.

**Your Staff & Volunteers**

Full-time:	Part-time:	Trustee/Board members:	Active volunteers:
<b>7</b>	<b>3</b>	<b>10</b>	<b>6</b>
Do you have a Safeguarding policy? <b>Yes</b>			
<b>Are the following people in your organisation subject to DBS checks?</b>			
Paid Staff <b>Yes</b>	Volunteers <b>No</b>	Trustees / Management Committee Members <b>No</b>	

**Property occupied by your organisation**

Is the main property owned, leased or rented by your organisation?	If leased/rented, how long is the outstanding agreement?
<b>Leased</b>	<b>2 years- expires June 2020</b>

**Environmental Impact****What action have you taken in the past year to progress environmentally sustainability principles and practice?**

We promote environmental excellence through all our work and activities. Examples include: power saving on electrical appliances; copiers and computers; double sided copying where necessary; scanning paperwork to minimise printing etc.

Recycling of paper waste etc.

## Finance Details

### Organisation Finances

	Year of most recent audited / examined accounts	Current financial year forecast	Next financial year budget
End of financial year date	31/03/2018	31/03/2019	
Grants & donations:	£176,541	£256,641	£0
Earned income:	£204,322	£220,788	£0
Other income:	£80,942	£0	£0
<b>Total income:</b>	<b>461,805</b>	<b>£477,429</b>	<b>£0</b>
Charitable activity costs:	£505,518	£485,131	£0
Cost of raising funds:	£0	£0	£0
Other costs:	£0	£0	£0
<b>Total expenditure:</b>	<b>£505,618</b>	<b>£485,131</b>	<b>£0</b>
Free unrestricted reserves held at year end:	£204,259	£196,577	£0
<b>What is your organisation's reserves policy?</b> Our current audited accounts do not include a reserves policy. However as matter of good practice we aim to maintain at least six months running costs in reserves.			
For your most recent financial year, what % of your income was from statutory sources? <b>31-40%</b>			

### Organisational changes

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

**Following a restructure in 2013 driven by funding cuts the organisation has maintained a stable staff team since 2014 and increased its staffing team following new funding streams. The draft audited accounts for 2017-18 show an unrestricted deficit of £24,154. This is due to staff turnover in LAA funded posts resulting in a net drop in legal aid income.**

## Grant Request

Under which of City Bridge Trust's programmes are you applying?

**Advice and Support**

Which of the programme outcome(s) does your application aim to achieve?

**Advice & Support\More people access debt and legal services for support before they hit crisis point**

Please describe the purpose of your funding request in one sentence.

**To employ a caseworker to provide tribunal representation in welfare benefits.**

When will the funding be required? **01/10/2018**

Is this request to continue work that is currently funded or has been funded in the last year by:

City Bridge Trust?

Another funder? (if so which)

**No**

How much funding are you requesting?

Year 1:

**£46,006**

Year 2:

**£45,046**

Year 3:

**£45,573**

Year 4:

**£0**

Year 5:

**£0**

**Total Requested: £136,624**

### You and your grant request

**What, specifically, are you applying for (your project)?**

We are seeking funding to increase capacity within our Welfare Benefits team at Camden Law Centre. We have minimal capacity to assist people with appeal applications following an adverse decision by the Department of Work & Pensions (DWP) when the client believes they have been assessed for benefits incorrectly. This funding will enable employment of a member of staff with the expertise to both assist clients to prepare the appeals submissions that they (the client) will submit themselves. We need extra capacity to appeal decisions under the Mandatory Reconsideration (MR) regime by preparing appeals to the First Tier and Upper Tribunal Service. This new service will -

- ? Create a channel whereby people can air their grievance and seek redress
- ? Challenge wrong decisions regarding benefits entitlements
- ? Highlight where the DWP & the MR have not applied the legal criteria properly
- ? Increase knowledge and understanding of changes taking place;
- ? Improve mental health;



**What are the changes you hope to achieve?**

- Our main hope is to achieve a stable income for families and those needing welfare support such as people with severe disabilities. Research shows that these two main groups have been hit hardest by welfare reform. However on the front line advice services are also experiencing a number of single adults where sanctions have been applied, who are also experiencing financial hardship due to their only source of income being reduced or suspended.
- We hope that having assisted people to stabilise their income, that they will manage their lives better and become more confident and resilient.
- We want to assist people to maintain their home and avoid eviction and homelessness. Camden Law Centre can also provide advice in housing and homelessness matters and have Legal Aid funding to provide such advice. We are fortunate in that we can provide an added holistic solution if necessary.

**How do you know there's a need for this work?**

In Camden certain groups are disproportionately affected by welfare reforms ? disabled people and those with health conditions; families with children, single parents and large families; and those with the highest rental costs. Benefit rates, including local housing rates are frozen; the benefit cap has been implemented and then reduced; the rollout of Universal Credit has commenced and many people are facing reduced incomes following its introduction. Long lead in times for getting the benefit is creating hardship and we are seeing people that are in a poor condition and have not eaten for days at a time. Very high housing costs in Camden are exacerbating the negative impacts of reform creating an affordability gap for low-income households. Camden has one of the highest numbers of households in England affected by the benefit cap with 443 households reported as at October 2016 of which 55% (242) include those with children.

**How will the work be delivered - specifically, what will you do?**

We will provide advice, assistance and representation to people needing help with benefit appeals to the Tribunals Service.

We will:

- Provide triage and advice to people at weekly benefit drop-in services at Camden Law Centre;
- We will work with Citizens Advice Camden to identify clients who need support with benefit appeals arising from mandatory reconsideration refusals, and/or sanctions and delays or miscalculations.
- We will arrange for other professional support by obtaining other professional evidence to support client appeals;
- Assist people who are able and confident enough to draft their own appeal and offer guidance to enable them to represent themselves;
- Attending a Tribunal can be daunting and we will work with clients to achieve the best possible outcome for them and if necessary advocate on their behalf at the Tribunal Service.

**Why are you the right organisation to do this work?**

Camden Law Centre has provided social welfare advice for forty-five years. We have a proven track record in delivering high quality specialist legal advice in housing, immigration and benefits advice to local people in Camden.

We work in partnership with other advice providers in Camden; partners are Citizens Advice (CAB) who we co-locate with in our premises in Kentish Town the Mary Ward Legal Centre and Age UK Camden. CAB staff and volunteers refer clients to our Law Centre that they have identified as needing help with benefit appeals.

We are one of a few organisations who have expertise in providing representation. We have secured a new housing, debt and welfare benefits contract from the Legal Aid Agency from September 2018. Contracts are however restricted to help in the Upper Tribunal. All cases have to go to the First Tier Tribunal before they can appeal at the Second Tier.

**How does your work complement and not duplicate other services within your area?**

We provide a complimentary advice service to our partners in Camden. The Law Centre service focuses on providing legal advice and representation where necessary in the best interest of our clients. We do offer some of the same areas of law but not the same service. We work together to provide what people need with very little, if any duplication. . Our work provides added value in that we also provide advocacy and representation on behalf of clients in the Tribunal Service as well as help clients prepare submissions and obtain additional evidence, for example medical reports.

**How will this proposal meet the Programme Outcome(s) under which you are applying?**

More people will have improved economic circumstances due to having their benefits restored and properly calculated as a result of seeking help from Camden Law Centre.

Fewer people will experience food poverty due to the stabilisation of their income and receiving advice on how to manage their money, assistance with any debt they may have and timely advice.

Advice organisations within Camden work together to assist people to navigate to the right advice service for them. For example the Law Centre employs a debt relief officer. People who have debt levels beyond their means can access the debt adviser. Debt relief can often provide life-changing interventions in an individual's life preventing them from reaching crisis point, and get them back on track.

**How will you ensure that your project will hear and represent the views and needs of disadvantaged people and/or diverse communities?**

Camden Law Centre is well known in the borough. We engage with local groups and are a key part of the voluntary sector. We hold a weekly no appointment drop in service with open access. We welcome people to come in and seek help. We monitor and evaluate all our services and feed in to local and national consultations. We are part of the Law Centre Network and feed in comment and evidence to National Policy forums.

From our drop-ins people tell us that they need representation at Tribunals. Social welfare law is the most complex area of law due to the constant changes in legislation. Evaluation of client survey questionnaires show that outcomes are stronger if they are represented at tribunal.

We have a policy of recruiting to our Board of Trustees people representing minority groups including Bengali, Somalian, and an established Cypriot community.

**How does your project engage and empower individuals and/or communities to come together on this issue? Will you be working with people who are particularly excluded?**

Camden Law Centre works with those who are the most socially marginalised and excluded in the Borough of Camden.

We use weekly open access drop-in services to reach those perceived as difficult to engage, to remove any barriers to actually entering the office and seeking help. We also deliver monthly outreach benefits advice at the Kingsgate Community Centre in West Hampstead that is used mainly by a diverse community including many whom do not have English as a first language. We provide translators to assist.

Providing a channel whereby people can air their grievance is a very empowering process particularly for people who are having difficulty in getting their voice heard or simply do not know how to go about getting help. A successful outcome provides a feeling of justice being done and a wrong being put right. This is vital in a democratic society.

**Is the focus of your project meeting an already identifiable need (acute or otherwise) or are there elements which are preventative and/or incorporate early action?**

This project will focus on one element of providing specialist advice with regard to welfare benefits. There are elements that are preventable and that do incorporate early action, these are picked up and are resolved. However there are a number of people that have complex problems that are not easily resolved and that need to progress to more expert help. This is an already identified need that is acute as the need is growing. This is due mainly to the welfare reform roll out. Although people do receive information in advance many simply do not understand the processes involved, do not have access to computers and result in benefits being wrongly paid or not paid at all. Sometimes mistakes are made. This proposed project focuses on providing additional capacity to meet an increased need for help and assistance with representation where there is a legal basis for an appeal.

**Who might you need to work closely with in delivering this project - whether before, during or afterwards?**

We already have established working relationships with other advice services in the borough. Our staff works closely with CAB colleagues to identify suitable cases for advice and assistance with preparation of appeals. It is anticipated that the project will also support those needing help at the Kingsgate Community Centre. We work directly with LB Camden Supporting People Team who refer clients needing help with appeals.

We will share learning during and after the project with interested parties particularly the Supporting People Team at Camden Council.

**Our aim as a funder is to help people move positively between any of the four stages of Surviving, Coping, Adapting and Thriving. For your project at which of these stages will most people begin their journey?**

We see people almost on a daily basis who are surviving. Our client base face multiple challenges due to sanctions, hence the food vouchers, or benefit stopped because they did not attend a medical assessment and due to mental health problems are simply not able to deal with the DWP or council, resulting in months of no income and loss of housing due to eviction or possession. Generally speaking once people receive advice and a resolution is found people do adapt. For example with Universal Credit a number of people do not receive as much benefit payment as they had previously, however if their income can be stabilised people do begin to cope better and adapt. Ultimately the objective is to get people to a place whereby they can work without losing any benefit in the short term, from this point they will begin to thrive.

**Will there be any elements of this project that will help you or your beneficiaries to reduce your environmental footprint?**

Camden Law Centre has an ongoing commitment to reducing environmental waste in the office. Examples include: double -sided printing; recycling waste paper; aligning heating controls with working hours and purchasing recycled paper; we have power savers on photocopiers.

**What are the main activities or outputs you want to deliver?**

Work alongside colleagues in our triage and weekly drop in service to take referrals and identify up to approximately 150 people per annum who have a need for a merit assessment on whether their case needs to progress to an appeal to the Tribunal Service.

Provide benefits, debt and housing casework support for 150 people per annum.

Assist people with submissions to the First & Second Tier Tribunal providing representation if necessary for up to 100 people per annum.

**What 3 main differences or outcomes do you hope the activities you have described above will achieve?**

The difference will be that those people who would otherwise not have their problems resolved at an earlier stage would slip through the net and flounder. We anticipate that people using the service will be supported to manage their lives better and become more confident and resilient.

People will be in receipt of a wrap around service and assisted to maintain their accommodation, reduce their debt, stabilise their income and avoid eviction and homelessness.

People using the service will be empowered and have a better awareness and understanding of their rights.



## Funding required for the project

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

Expenditure heading	Year 1	Year 2	Year 3	Year 4	Year 5	Total
Salaries (inc emp NIC, pensions)	34,778	35,126	35,477	0	0	105,381
Recruitment	1,000	0	0	0	0	1,000
Accommodation & utilities	5,704	5,761	5,819	0	0	17,284
Office costs	3,843	3,959	4,077	0	0	11,880
IT	480	0	0	0	0	480
Volunteers	200	200	200	0	0	600

<b>TOTAL:</b>	<b>46,006</b>	<b>45,046</b>	<b>45,573</b>	<b>0</b>	<b>0</b>	<b>136,624</b>
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### What income has already been raised?

Source	Year 1	Year 2	Year 3	Year 4	Year 5	Total
LB Camden	149,950	149,950	149,950	0	0	449,850
Big Lottery (Reaching Communities)	86,691	21,673	0	0	0	108,364
Trust for London	20,000	0	0	0	0	20,000
Generated income (legal help and certificated)	70,165	70,165	70,165	0	0	210,495

<b>TOTAL:</b>	<b>326,806</b>	<b>241,788</b>	<b>220,115</b>	<b>0</b>	<b>0</b>	<b>788,709</b>
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### What other funders are currently considering the proposal?

Source	Year 1	Year 2	Year 3	Year 4	Year 5	Total
<b>TOTAL:</b>	<b>326,806</b>	<b>241,788</b>	<b>220,115</b>	<b>0</b>	<b>0</b>	<b>788,709</b>

### How much is requested from the Trust?

Expenditure heading	Year 1	Year 2	Year 3	Year 4	Year 5	Total
Salaries (inc emp NIC, pensions)	34,778	35,126	35,477	0	0	105,381
Recruitment	1,000	0	0	0	0	1,000
Accommodation & utilities	5,704	5,761	5,819	0	0	17,284
Office costs	3,843	3,959	4,077	0	0	11,880
IT	480	0	0	0	0	480
Volunteers	200	200	200	0	0	600
	0	0	0	0	0	0

<b>TOTAL:</b>	<b>46,006</b>	<b>45,046</b>	<b>45,573</b>	<b>0</b>	<b>0</b>	<b>136,634</b>
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## Who will benefit?

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

**250**

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

**Camden**

Does this project specifically target any groups or communities?

This project will specifically work with the following age groups:

**25-44**

This project will specifically work with the following gender groups:

**Male**

This project will specifically work with the following ethnic groups:

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

If Other ethnic group, please give details:

This project will specifically work with Deaf and disabled people:

**Yes**

This project will specifically work with LGBTQI groups:

**Yes**

This project will specifically work with other groups or communities:

How will you target the groups/communities you have identified? What is your expertise in providing services for these groups?

**The Law Centre has a strong history of working with marginalised communities.**

Are there any groups or communities you think your organisation will find hard to include through this project?

**No**

If yes, please specify which groups or communities? Where possible using the categories listed above.

If yes, what steps will you take to make your services accessible to and meet the needs of the groups/communities you have identified?

### **Declaration**

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

Please confirm: Yes      Full Name: **Sean Canning**

Role within                      **Director**  
Organisation:

# The City Bridge Trust

## Bridging Divides: Application for a grant



### About your organisation

#### Organisation Details

Name of your organisation: <b>Hillingdon Carers</b>	
If your organisation is part of a larger organisation, what is its name? <b>n/a</b>	
In which London Borough is your organisation based? <b>Hillingdon</b>	
Contact person: <b>Mrs Sally Chandler</b>	Position: <b>Executive Officer (H4All) and Chief Executive (Hillingdon Carers)</b>
Website: <b>http://www.hillingdoncarers.org.uk</b>	Social Media Accounts: <b>Twitter: @hillingdoncarers LinkedIn: www.linkedin.com/hillingdoncarers Facebook: Hillingdon Carers</b>
What Quality Marks does your organisation currently hold? <b>AQS with casework, level 1 (re-awarded Dec 2017)</b> <b>PQASSO level 2 (awarded December 2015)</b> <b>London Youth Gold award for Youth Work (awarded April 2016)</b>	

#### Legal Status

Legal status of organisation: <b>First Contact</b>			
Charity Number: <b>1082297</b>	Company Number: <b>4041290</b>	CIC Number:	Bencom Number:
When was your organisation established? <b>01/06/1996</b>			
<b>Aims of your organisation:</b> Our Articles of Association state:  Hillingdon Carers was established in 1996 for the relief of poverty and mental or physical suffering amongst unpaid family carers of all ages through the provision of advice, information, advocacy, health, wellbeing, therapeutic and educational services.			
<b>Main activities of your organisation:</b> We provide:  1) A Carers' Information and Advice Service: a High Street drop-in Advice Centre; an extensive outreach programme; monthly specialist advice sessions (covering mental health, dementia, social care and health watch); a range of carer fact sheets; help to claim carer-related welfare benefits; appeals; and; representation at tribunal.			

2) Wellbeing services: seven borough-wide Carer Cafes offering peer support, speakers, emotional support and therapeutic care; talking therapies, including a free counselling service; exercise programmes; health and wellbeing activities; arts and crafts; adult learning and carer-specific training, and; a series of wellbeing and mindfulness workshops.

3) Young Carers services: a small Family Support Service; specialist help for young carers affected by parental mental ill health or substance misuse; four weekly youth clubs; school holiday activity programmes; supported transition from school to employment or further education; schools outreach; trips and residencies; creative arts and drama programmes; sports and physical activities; and; a programme of personal development and life skills workshops.

### **Your Staff & Volunteers**

Full-time:	Part-time:	Trustee/Board members:	Active volunteers:
<b>9</b>	<b>6</b>	<b>9</b>	<b>27</b>
Do you have a Safeguarding policy? <b>Yes</b>			
<b>Are the following people in your organisation subject to DBS checks?</b>			
Paid Staff <b>Yes</b>	Volunteers <b>Yes</b>	Trustees / Management Committee Members <b>No</b>	

### **Property occupied by your organisation**

Is the main property owned, leased or rented by your organisation?	If leased/rented, how long is the outstanding agreement?
<b>Leased</b>	<b>December 2019</b>

### **Environmental Impact**

#### **What action have you taken in the past year to progress environmentally sustainability principles and practice?**

Minimising environmental impact:

We have introduced a simple but effective Environmental Management System (EMS), based on the principle of the 3 Rs:

- ? Reducing use of resources
- ? Re-using resources wherever possible
- ? Recycling resources that are of no further use

In accordance with the EMS:

- ? Our Environmental Policy has clear targets for the recycling of consumables (e.g. paper, printer cartridges).
- ? We actively encourage the use of public transport and car sharing wherever possible.
- ? We renegotiate our energy contracts on a three-yearly basis. We monitor our use of energy and set targets for year on year reduction in use
- ? We use digital technology to reduce the requirement for paper documents and materials and the associated environmental impact of production and delivery.

## Finance Details

### Organisation Finances

	Year of most recent audited / examined accounts	Current financial year forecast	Next financial year budget
End of financial year date	31/03/2017	31/03/2018	31/03/2019
Grants & donations:	£407,647	£359,188	£304,317
Earned income:	£0	£0	£0
Other income:	£527,441	£659,322	£631,132
<b>Total income:</b>	<b>935,088</b>	<b>£1,018,510</b>	<b>£935,449</b>
Charitable activity costs:	£959,894	£1,000,078	£918,839
Cost of raising funds:	£18,160	£20,820	£16,475
Other costs:	£0	£0	£0
<b>Total expenditure:</b>	<b>£978,054</b>	<b>£1,020,898</b>	<b>£935,314</b>
Free unrestricted reserves held at year end:	£180,820	£209,366	£207,566
<b>What is your organisation's reserves policy?</b> Hillingdon Carers has a target of Reserves agreed by trustees as: <ul style="list-style-type: none"> <li>- 4 months running costs i.e. salaries, rent and contractual commitments</li> <li>- £20k contingency</li> </ul>			
For your most recent financial year, what % of your income was from statutory sources? <b>71-80%</b>			

### Organisational changes

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

**Please note: Hillingdon Carers is the lead contractor for the Combined Carers Services contract with the London Borough of Hillingdon. As we sub-contract four organisations to deliver specialist elements of the contract, this gives an inflated picture of our financial situation. Annually, we pay out £280,000 to partners inflating our income and expenditure by this amount.**

## Grant Request

Under which of City Bridge Trust's programmes are you applying?  
**Advice and Support**

Which of the programme outcome(s) does your application aim to achieve?  
**Advice & Support\More Londoners have improved economic circumstances**

Please describe the purpose of your funding request in one sentence.  
**A new Dementia Advice Service for families living with dementia.**

When will the funding be required? **01/09/2018**

Is this request to continue work that is currently funded or has been funded in the last year by:  
 City Bridge Trust? Another funder? (if so which)  
**No**

How much funding are you requesting?

Year 1:	Year 2:	Year 3:	Year 4:	Year 5:
<b>£34,540</b>	<b>£34,436</b>	<b>£35,134</b>	<b>£35,273</b>	<b>£35,978</b>

**Total Requested: £175,361**

### **You and your grant request**

**What, specifically, are you applying for (your project)?**  
**A new Dementia Advice Service for families living with dementia.**

From the point of diagnosis families living with dementia need a whole range of information, advice and support and all consume information differently, at differing rates. We would like to develop a specialist, needs-responsive Dementia Advice Service that can deliver timely advice and support, as led by the carer and care recipient.

As well as needing help initially to navigate the complex health, care and welfare benefits systems, carers have told us that they struggle to understand the impact dementia has on their loved ones. A specialist Dementia Advisor would be able to combine early help for the carer (i.e. maximising household income and developing care and support networks) with the provision of specialist dementia knowledge, such as: understanding dementia; managing challenging behaviour; coping in emergency situations; planning for the future, and; coping with their own needs, including stress-relieving techniques.

**What are the changes you hope to achieve?**

Whilst caring can be a rewarding experience, the negative impacts of caring are well-documented. Research shows that carers are more likely to:

- Be financially disadvantaged
- Ignore their own health problems
- Be prone to social isolation and loneliness
- Develop low level mental health issues
- Lose confidence and develop low self-esteem
- Experience relationship breakdown
- Lack positivity and lose their sense of 'self' as the needs of the person they care for take priority.

Our proposed programme will:

- Maximise household income through help to claim entitlements and other resources such as Blue Badges or Taxi Vouchers
- Give carers the skills, knowledge and strategies they need to care effectively
- Prevent crises and avoid the breakdown of fragile caring relationships
- Support carers to (re-)connect socially with others in similar situations
- Provide joint social opportunities for themselves alongside the person they care for.

**How do you know there's a need for this work?**

Our experience, the data we collect and the carers we work with all tell us that an increase in specialist support for families living with dementia is becoming essential. Over the past two years, we have seen a sharp increase in:

- a) 'Mutual' caring situations i.e. where two older people are often co-dependent and the caring situation is fragile and subject to break down very quickly, and
- b) Sons and daughters of working age giving up work to care for someone with dementia.

We currently sub-contract a small Carers' Support service from the Alzheimer's Society under our Local Authority contract. Our colleagues at the Society also have a growing body of evidence that, after fighting for a diagnosis, many families are then left to fend for themselves without onward referral to sources of support; this means many of them do not access help until they are hitting crisis-point.

**How will the work be delivered - specifically, what will you do?**

We will appoint a Dementia Advisor to work across our Advice team and the Alzheimer's Society's Carers Support service. (S)he will actively case manage families affected by dementia from the point of diagnosis until such time as they feel confident to be stepped down to mainstream carer support.

We will secure referrals at points of diagnosis through the local Memory Clinic, Hillingdon GP Confederation and frontline Social Workers. We will also use our H4All seat on the local Accountable Care Partnership to promote the opportunity across Primary care staff.

Intensive support in the first 3-6 months will include:

- A Carers Assessment
- A Financial Health check, including help to claim benefits and to secure other entitlements
- Individualised support planning
- Information, training and emotional support
- Onward referral to relevant services
- Supported progression to one of the 11 peer support groups and other mainstream carer services.

**Why are you the right organisation to do this work?**

Hillingdon Carers enjoys an excellent reputation with carers; trust in our organisation has been developed over many years. We are very proud of:

a) Our excellent track record in partnership working, which offers value for money to funders -

In 2016, we formed the Hillingdon Carers Partnership (HCP) in response to the borough's first aggregated contract. Under our leadership, the HCP was successful and secured a 5+1+1 year contract, giving us a core of financial stability.

We are also a founding member of H4All Community Interest Company, which is recognised nationally as an example of good practice.

b) Our embedded approach to co-design with carers -

Once awarded the contract, in 2016/17 we collectively undertook a 6-month consultation with over 500 carers. The partners work closely together to respond to the priorities set by the carers and we have an ongoing dialogue so carers can check our plans.

**How does your work complement and not duplicate other services within your area?**

In order to deliver the Combined Carers contract, support for carers in Hillingdon has been simplified through the provision of a single point of access. All partners have worked closely together to ensure that carers only have to tell their story once. Subsequently, and providing data-sharing permissions are secured, all appropriate Hillingdon Carers Partnership services will wrap around carers according to assessed needs. As well as being the lead organisation for this coordinated and combined approach, Hillingdon Carers is the only organisation that is commissioned to provide carer-specific advice and information.

The new service will complement current arrangements, extend opportunities for timely and appropriate dementia support and prevent breakdown of caring situations. Our local partnership arrangements will also allow carers to access replacement (respite) care and enable us to progress them into our mainstream provision as they become more confident in their role, ensuring we have capacity for newly-diagnosed families.



**How will this proposal meet the Programme Outcome(s) under which you are applying?**

Older people can be reluctant to claim benefits. A hybrid advice/support service will optimise the chance of a claim, particularly as part of a package of support. The project will give extra capacity for more intensive support for Attendance Allowance or Carers Allowance claims, which will build on existing work and our excellent track record:

? In 2017/18, our Advice team secured £861,456 for Hillingdon's carers and have increased household incomes by over £2.5 million in the past 3 years.

? Against a backdrop of welfare reform, we have seen a 33% increase of claims going to appeal. We speak four community languages and regularly represent carers at tribunal.

Whilst not identified as a primary outcome, our Advisors can act as intermediary with creditors or will ensure onward referral for debt advice. Additionally, we have a longstanding relationship with Turbervilles Solicitors who provide free monthly Legal Advice Clinics for carers.

**How will you ensure that your project will hear and represent the views and needs of disadvantaged people and/or diverse communities?**

The need for this service has already been identified and driven by the carers we support. There is no easy way to have the multiple conversations that we want to, particularly with carers whom already juggle many competing priorities. We therefore set out to provide as many opportunities as possible, covering the challenging geography of Hillingdon, its diverse communities and also condition/topic specific issues. Carers can feed back to us face-to-face at events and focus groups, via 'armchair' consultation, such as questionnaires or telephone interviews and interactively, through spending Bank of Hillingdon money or dot-voting. There are also carer representatives at every meeting and on every working group.

When mobilising for the new Carers Contract, an estimated 230 carers of people with dementia co-designed current services; doubled the contract investment in dementia support; increased access to advice and information, and; ensured dementia support was a longer-term priority for new funding.

**How does your project engage and empower individuals and/or communities to come together on this issue? Will you be working with people who are particularly excluded?**

In partnership with others, we have twelve public Forums per year - four carer forums, four for people with disabilities and four for older residents. Agendas are set by participants via the steering groups, and events are themed, often with Issue-specific consultations. We take advantage of Forums to talk to a wider audience, additionally we also host stalls at community events in shopping centres and libraries.

Hillingdon Carers started life as an Asian Carers project. We have good reach into all of Hillingdon's diverse communities, particularly newly-settled communities around Heathrow Airport and traveller communities. We have an excellent track record of engaging with BME communities - 48% of the carers we work with are non-white British - and we employ multiple approaches to engaging those who are particularly excluded. Our services are all delivered in the heart of the communities they serve and are designed to prevent exclusion wherever possible.

**Is the focus of your project meeting an already identifiable need (acute or otherwise) or are there elements which are preventative and/or incorporate early action?**

There is an already identifiable need, which is evidenced through our consultation with carers and through the experience of the two main project partners. Demand for this type of support is also borne out by statistical data and changing demography.

However, there is also a significant preventative element to the programme. Unsupported following a dementia diagnosis, many families, especially older couples, can struggle and can quickly become affected by: social isolation and loneliness; low level mental health issues, such as anxiety or depression; loss of confidence and low self-esteem; and; in extreme cases, relationship breakdown.

Additionally, the advent of caring often happens in later life, when someone is becoming more frail or is starting to experience their own health issues; the needs of the care recipient can often become all-consuming and cause them to ignore their own health.

With added capacity we can help to prevent this happening more extensively.

**Who might you need to work closely with in delivering this project - whether before, during or afterwards?**

As the lead for the Hillingdon Carers Partnership (HCP), we selected partners carefully to secure the right mix of skills and experience to deliver contracted outcomes. This included securing the specialist skills and resources of the Alzheimer's Society for carers living with dementia. We consider them to be a key delivery partner and the new post-holder will be supported by both our Advice team and their Dementia Support service.

We will also work with other partners (HCP, H4All CIC and wider third sector) as demand dictates. For example, carers might need rapid access to replacement (respite) care or legal advice or talking therapies? we have well-established partnership arrangements to ensure this happens rapidly.

Finally, we also have firm relationships with statutory services, including GP practices and frontline Social Work staff. We will ensure that, following diagnosis, we smooth a carer's pathway through the complexities of the statutory sector.

**Our aim as a funder is to help people move positively between any of the four stages of Surviving, Coping, Adapting and Thriving. For your project at which of these stages will most people begin their journey?**

Many families with a new diagnosis of dementia will be just 'surviving' as they come to terms with the diagnosis. Obviously this varies and, for some, once they have had time to process things, life might continue as normal for a while. We therefore anticipate that project participants will be either 'surviving' or 'coping'.

We are confident that we can effect movement through these stages, but are also clear that we cannot guarantee continuous improvement and that people might slip back a stage due to the unpredictability of the disease.

The biggest challenge for any dementia service is the timeliness of information? too much too soon can be devastating and, not enough can have equally adverse effects. By working with someone from diagnosis, we can form a relationship from the outset so that families know exactly how to 'draw down' the support they need, when they need it.

**Will there be any elements of this project that will help you or your beneficiaries to reduce your environmental footprint?**

We will deliver the project in accordance with our established Environmental Management System (EMS).

Additionally, by using the office bases of all five Hillingdon Carers Partnership organisations, we can minimise the mileage required to deliver a project borough-wide. The post holder will be able to base themselves in the closest office space to their clients on a day-by-day basis.

**What are the main activities or outputs you want to deliver?**

We will undertake a minimum of 50 Carers Assessments and Financial Health checks per year for carers of someone a diagnosis of dementia within 3 months of diagnosis.

A minimum of 50 families will agree bespoke support plans with personalised goals. Of these, at least 75% will meet goals and be supported to progress to mainstream support within 6 months of diagnosis.

At least 20 carers per year will complete the 7-workshop Caring with Confidence training covering all aspects of caring for someone with dementia.

Training covers: understanding dementias, medication, coping with challenging behaviours, looking after yourself, sources of support, relaxation and personal coping strategies.

**What 3 main differences or outcomes do you hope the activities you have described above will achieve?**

We will increase the household incomes of families living with dementia by at least £250,000 per year - a total of £1.25 million over the life of a five-year project.

Through the provision of intensive active case management following a dementia diagnosis, we will support carers until they are confident to access mainstream support. 75% of project participants will feel confident to step down to our mainstream services within 6 months of diagnosis.

95% of project participants will express feeling better informed and more confident in delivering their caring roles.



## Funding required for the project

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

Expenditure heading	Year 1	Year 2	Year 3	Year 4	Year 5	Total
Salary	27,000	27,000	27,500	27,500	28,000	137,000
On-costs-12% to 13% (NI 9.5%, 2%-3% pension)	3,240	3,510	3,575	3,575	3,640	17,540
Overhead contribution (stationery, printing, utilities) 5% annual increase	1,500	1,575	1,650	1,740	1,825	8,290
Computer, phone (year 1 only)	500	0	0	0	0	500
Management - 3% annual increase	1,000	1,030	1,066	1,093	1,125	5,314
IT (hosted desktop, email, license) - 3% annual increase	700	721	743	765	788	3,717
Client engagement x 2 workshops p.a. (room hire, refreshments, travel respite care)	600	600	600	600	600	3,000
2 Caring with Confidence courses - up to 20 carers p.a.	2,000	2,000	2,000	2,000	2,000	10,000
Peer support group development	3,500	1,250	1,250	1,250	1,250	8,500
<b>TOTAL:</b>	<b>40,040</b>	<b>37,686</b>	<b>38,384</b>	<b>38,523</b>	<b>39,228</b>	<b>193,861</b>

### What income has already been raised?

Source	Year 1	Year 2	Year 3	Year 4	Year 5	Total
Caring with Confidence courses via Carer contract	2,000	2,000	2,000	2,000	2,000	10,000
Group development - private sector sponsorship	1,250	1,250	1,250	1,250	1,250	6,250
Group development - Carers Trust grant	2,250	0	0	0	0	2,250
<b>TOTAL:</b>	<b>5,500</b>	<b>3,250</b>	<b>3,250</b>	<b>3,250</b>	<b>3,250</b>	<b>18,500</b>

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

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

### How much is requested from the Trust?

Expenditure heading	Year 1	Year 2	Year 3	Year 4	Year 5	Total
Salary	27,000	27,000	27,500	27,500	28,000	137,000
On-costs-12% to 13% (NI 9.5%, 2%-3% pension)	3,240	3,510	3,575	3,575	3,640	17,540
Overhead contribution (stationery, printing, utilities) 5% annual increase	1,500	1,575	1,650	3,575	3,640	8,290
Computer, phone (year 1 only)	500	0	0	0	0	500
Management - 3% annual increase	1,000	1,030	1,066	1,093	1,125	5,314
IT (hosted desktop, email, license) - 3% annual increase	700	721	743	765	788	3,717
Client engagement x 2 workshops p.a. (room hire, refreshments, travel respite care)	600	600	600	600	600	3,000
<b>TOTAL:</b>	<b>34,540</b>	<b>34,436</b>	<b>35,134</b>	<b>35,273</b>	<b>35,978</b>	<b>175,361</b>

## Who will benefit?

How many people will directly benefit from the grant per year? <b>50</b>
In which Greater London borough(s) or areas of London will your beneficiaries live? <b>Hillingdon</b>
Does this project specifically target any groups or communities? <b>n/a</b>
This project will specifically work with the following age groups: <b>45-64</b>
This project will specifically work with the following gender groups: <b>Male</b>
This project will specifically work with the following ethnic groups: <b>Asian/ Asian British (Including Indian; Pakistani; Bangladeshi; Chinese; Any other Asian background)</b>
If Other ethnic group, please give details: <b>n/a</b>
This project will specifically work with Deaf and disabled people: <b>No</b>
This project will specifically work with LGBTQI groups: <b>No</b>

This project will specifically work with other groups or communities:

**n/a**

How will you target the groups/communities you have identified? What is your expertise in providing services for these groups?

**We have established relationships with Memory Clinics and GPs to secure referrals and also regularly take self-referrals. Our outreach advice and information service travels into the hearts of the communities they serve to improve our reach.**

Are there any groups or communities you think your organisation will find hard to include through this project?

**No**

If yes, please specify which groups or communities? Where possible using the categories listed above.

**The project will target people in mid-later life who are caring for someone with a diagnosis of some form of dementia or Alzheimer's Disease**

If yes, what steps will you take to make your services accessible to and meet the needs of the groups/communities you have identified?

**n/a**

### **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: **Sally Ann Chandler**

Role within                      **Chief Executive**  
Organisation:



# The City Bridge Trust

## Bridging Divides: Application for a grant



### About your organisation

#### Organisation Details

Name of your organisation: <b>Islington Law Centre</b>	
If your organisation is part of a larger organisation, what is its name? <b>N/a</b>	
In which London Borough is your organisation based? <b>Islington</b>	
Contact person: <b>Ms Ruth Hayes</b>	Position: <b>Co-Centre Director</b>
Website: <b><a href="http://www.islingtonlaw.org.uk/">http://www.islingtonlaw.org.uk/</a></b>	Social Media Accounts: <b>@ruthilc and @islingtonlawcen</b>
What Quality Marks does your organisation currently hold? <b>ILC is Lexcel accredited (Law Society's Quality Mark). ILC's immigration services are rated excellent by the Legal Aid Agency's peer review assessment, and ILC is registered with OISC &amp; FCA.</b>	

#### Legal Status

Legal status of organisation: <b>Registered Charity</b>			
Charity Number: <b>268468</b>	Company Number: <b>1302947</b>	CIC Number:	Bencom Number:
When was your organisation established? <b>10/04/1972</b>			
<b>Aims of your organisation:</b> Islington Law Centre (ILC)'s purpose is to provide access to justice and the relief of poverty in the area of benefit by the provision of legal advice, aid and assistance. Its core aims are: <ul style="list-style-type: none"> <li>- To reduce poverty by providing a range of legal advice, casework, and representation services to the local community.</li> <li>- To empower people to understand their rights by providing public legal education, in addition to one-to-one casework.</li> <li>- To work in partnership with other agencies to ensure that our clients are able to benefit from a range of support and help.</li> <li>- To seek to use our expertise to work with our clients to change policy, practice and the law to enhance social justice.</li> </ul>			

**Main activities of your organisation:**

ILC opens its doors five days and three evenings a week to deliver the following services:

**(i) Debt**

Our specialist advisors offer advice for problems including mortgage, rent and council tax arrears and utility debts. We also challenge unfair lending practices and obtain compensation for wrongly applied charges.

**(ii) Education**

We offer a range of assistance, including advice on admission, admissions appeals, special educational needs, bullying, risk of exclusion and exclusion.

**(iii) Employment**

Our employment team offers initial advice, specialist casework and representation on issues relating to disciplinary and grievance procedures, redundancy, discrimination and dismissal.

**(iv) Housing**

We assist people with a range of issues including allocation, disrepair, overcrowding, possession proceedings, evictions and homelessness.

**(v) Immigration**

Our Immigration team offers advice and representation on asylum and Immigration matters, bail applications, challenging detention and Judicial Review.

**(vi) Welfare Benefits**

We offer assistance with welfare benefits, at all levels from form filling through to representation at Tribunal and appeals to the Upper Tribunal.

**Your Staff & Volunteers**

Full-time:	Part-time:	Trustee/Board members:	Active volunteers:
<b>17</b>	<b>20</b>	<b>11</b>	<b>150</b>
Do you have a Safeguarding policy? <b>Yes</b>			
<b>Are the following people in your organisation subject to DBS checks?</b>			
Paid Staff <b>Yes</b>	Volunteers <b>Yes</b>	Trustees / Management Committee Members <b>No</b>	

**Property occupied by your organisation**

Is the main property owned, leased or rented by your organisation?	If leased/rented, how long is the outstanding agreement?
<b>Leased</b>	<b>10 years</b>

## **Environmental Impact**

### **What action have you taken in the past year to progress environmentally sustainability principles and practice?**

We encourage recycling of all paper and other recyclable items, with bins on each floor to facilitate this (we have a separate collection for confidential recycling). We have a kitchen on each floor, fully stocked with durable crockery and cutlery to reduce use of disposable plastics. We have a drinking water dispenser to discourage use of plastic water bottles.

We seek to re-use furniture and equipment where possible (our office furniture is second hand and was donated). We pass on useable items to other agencies where appropriate.

We promote walking, cycling and use of public transport, and don't provide parking spaces for staff or volunteers. We are investigating a bike to work scheme to assist staff in purchasing a bike.

We conserve energy by ensuring lights and heating are only on as needed. (We purchase our utilities via the Council's bulk purchase scheme and so don't have separate tariffs).



## Finance Details

### Organisation Finances

	Year of most recent audited / examined accounts	Current financial year forecast	Next financial year budget
End of financial year date	31/03/2017	31/03/2019	
Grants & donations:	£1,362,903	£1,391,752	£0
Earned income:	£288,673	£290,800	£0
Other income:	£33,100	£7,000	£0
<b>Total income:</b>	<b>1,684,676</b>	<b>£1,689,552</b>	<b>£0</b>
Charitable activity costs:	£1,672,384	£1,661,314	£0
Cost of raising funds:	£0	£0	£0
Other costs:	£0	£0	£0
<b>Total expenditure:</b>	<b>£1,672,384</b>	<b>£1,661,314</b>	<b>£0</b>
Free unrestricted reserves held at year end:	£13,000	£13,000	£0
<b>What is your organisation's reserves policy?</b> The Trustees are committed to building reserves to provide three months' normal running costs, approximately £400,000. They are conscious that the current level of reserves is lower than the reserves policy and are committed to increasing this figure to three months of normal running costs in order to enable the organisation to meet operational cash flow needs, be flexible enough to manage changes in funding streams and to meet staff costs in the event of long term sickness, maternity leave and/or redundancy. The last audited accounts had an unrestricted reserves figure of £214,882.			
For your most recent financial year, what % of your income was from statutory sources? <b>41-50%</b>			

### Organisational changes

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

**In the last financial year, ILC had a significant gap between income and expenditure. Much of this was the planned use of restricted funds, but there was a deficit on unrestricted funds arising from locum cover for long term sickness, and investment in new finance arrangements. A new senior manager is in post, and a number of actions being taken.**

## Grant Request

Under which of City Bridge Trust's programmes are you applying?

**Advice and Support**

Which of the programme outcome(s) does your application aim to achieve?

**Advice & Support\More Londoners have Improved economic circumstances**

Please describe the purpose of your funding request in one sentence.

**To ensure we protect Islington residents, including the most vulnerable, from the negative impacts of the roll out of Universal Credit, via the provision of Welfare Benefits advice and representation**

When will the funding be required? **01/11/2018**

Is this request to continue work that is currently funded or has been funded in the last year by:

City Bridge Trust?

Another funder? (if so which)

**No**

How much funding are you requesting?

Year 1:

**£60,187**

Year 2:

**£61,993**

Year 3:

**£63,853**

Year 4:

**£0**

Year 5:

**£0**

**Total Requested: £186,033**

### You and your grant request

**What, specifically, are you applying for (your project)?**

We are applying for funding for a specialist Welfare Benefits advisor to provide advocacy, casework and representation to those living in poverty in Islington to prevent them from experiencing acute hardship. The need is urgent as Universal Credit (UC) has been fully rolled out in Islington from June 2018. The new benefit is already impacting on the poorest and most vulnerable, especially those with disabilities. We intend to:

- increase the numbers of people ILC's Welfare Benefits team are able to support by providing an early intervention sign posting, form filling and assessment service at reception; training and supporting our skilled volunteers to fulfill this role
- develop the support provided to particularly vulnerable clients, including those with mental health problems
- provide a casework and representation service which intervenes early to ensure poverty does not lead to social isolation and poor mental health and to improve economic circumstances.

**What are the changes you hope to achieve?**

160 people per annum will receive a specialist casework service which includes (i) assistance in claiming benefits to which they are entitled and/or (ii) representation at Tribunals to appeal decisions from the DWP which refuse them benefits to which they are entitled.

200 people pa (90%) will be assisted to secure benefits to avoid poverty/destitution; to reduce or avoid debt; to remain in, or to secure, safe housing, and to avoid isolation and poor mental health.

400 people pa will be listened to and treated with dignity and respect at a crisis point in their lives.

95% of those accessing this service will rate the service excellent or very good (this is a conservative figure as at present 99% of feedback questionnaires returned to the Law Centre describe the service as excellent/very good).

Vulnerable clients will be identified and supported at the point of access.

**How do you know there's a need for this work?**

In Islington, economic uncertainty, public sector cuts and welfare reform, combined with very high housing costs, have had a negative impact on lower-income residents. Social isolation and mental ill health are increasing and child poverty is particularly high, and likely to grow.

Islington has:

- The third highest level of child poverty in England (English Indices of Deprivation, 2015)
- 8,820 residents on Pension Credit; 41% of pensioners, compared to 25% in London/19% nationally, (DWP, 2016)
- 28% of householders own their own home, less than half the national average (2011 census, ONS)
- 27.3% of school pupils have Special Educational Needs, compared to 22.1% in London/19.6% nationally, (DofE, 2016)
- 36% of residents were born outside of the UK compared to 18% nationally, (2011 census, ONS).

Universal Credit was rolled out in Islington from June 2018 which, according to a range of research, brings additional pressure for low-income households.

**How will the work be delivered - specifically, what will you do?**

We will provide

- a flexible service at the point of access (reception) to ILC's services, ensuring that we can identify and triage issues for referrals for other services, specifically identifying very vulnerable clients who are at risk as they transfer to UC
- weekly welfare advice sessions at ILC and at one of our outreach point venues, delivered by skilled and experienced advisors. Given the complexity of presenting issues as UC is rolled out, we will offer a full casework and representation service to 4 clients per week, seeing them initially for a one hour session but working with them over 4-6 months to secure the best possible outcomes for them
- a second tier telephone and email advice service on UC for other providers working in Islington, specially those in small community groups working directly with vulnerable clients affected by UC
- training on UC for community groups.

**Why are you the right organisation to do this work?**

For the past 40 years ILC has played a central role in providing access to justice for the local community. The majority of clients are women (around 60%) and two thirds are from black and minority ethnic communities.

We know our work is effective because we collect quantitative and qualitative data.

In 2017, ILC's Welfare Benefits service:

- assisted 893 clients
- secured >£2,243,536 for clients, an under representation, as it does not include one-off advice, and outcomes not reported back to ILC, nor does it capture the non-financial impact of being listened to, respected and supported through a daunting and very complex process
- represented clients at 258 appeal hearings, with a success rate of 89% of cases heard. Nationally approximately 65% of Tribunal appeals succeed at the first tier tribunal
- provided clients with a respectful services, listening to their needs and treating them with dignity.

**How does your work complement and not duplicate other services within your area?**

- ILC works closely with a wide range of other local agencies, including Citizens Advice, Islington People's Rights and Help on Your Doorstep, as well as a range of BAMER groups and has the only open door advice reception and referral service in the borough.
- ILC can provide initial support at reception and appropriate referrals because of experienced and knowledgeable reception/triage/support staff
- UC applications and access is digital by default. Our skilled reception are able to provide support to users without IT skills to access their claims online and this is not provided in the other local advice settings.
- Representation at Tribunal hearings improves outcomes for those with the most complex needs, and is increasingly important to ensure equality of arms at social security tribunal hearings as the DWP have increased the number of Presenting Officers attending appeal hearings with the stated aim of reducing higher awards.



**How will this proposal meet the Programme Outcome(s) under which you are applying?**

**1. More Londoners have improved economic circumstances**

Last year our Welfare Benefits Unit secured >£2,243,536 for clients. This figure does not include one-off advice, and outcomes not reported back to ILC. While we always work to secure people's benefit entitlement so that they are not dependent on charity, we are able to access grants and food bank vouchers for clients to avert acute need. With the roll out of UC our services will be even more essential for low income residents.

**2. Fewer Londoners experience food poverty**

Securing people's entitlement to welfare benefits is essential to prevent food poverty but we can access grants and food bank vouchers for acute immediate needs.

**3. More people access debt/legal services for support before they hit crisis point**

We are a Law Centre with a specialist debt and housing service and the capacity to represent those appealing DWP decision in the Upper Tribunal.

**How will you ensure that your project will hear and represent the views and needs of disadvantaged people and/or diverse communities?**

ILC delivers advice, casework support and representation. Rather than offering only one-off advice, we can provide a high quality, holistic casework service, working WITH those using our services and listening to them to achieve the best possible results. We know from experience this delivers long term outcomes and is more cost effective than an apparently cheaper model of provision, which results in clients returning for advice repeatedly when issues are not resolved via casework. This is particularly important for vulnerable clients who need time to trust and engage.

We hear and represent the views and needs of disadvantaged residents, via:

- ? Talking to/listening to them
- ? Providing outreach sessions so those who cannot travel can still access support and tell us what they need/how we can assist them
- ? Attending community meetings/events and hosting users groups to ensure our services are driven and informed by the needs of our users.

**How does your project engage and empower individuals and/or communities to come together on this issue? Will you be working with people who are particularly excluded?**

We listened carefully when clients told us:

- the welcome they receive when they first attend the Centre matters and helps them to feel less stressed/distressed and better able to take back control of their lives
- how important it is that someone can assess their needs, make a phone call, order a form, book an appointment or just listen while they wait (sometimes 2 weeks due to demand) to see a lawyer/advisor
- how great an ordeal it is to claim benefits and how critical it is to have caseworkers who can support/empower them throughout the process.

By having volunteers, some with lived experience of using our service, at reception, we can maintain and develop a supportive, welcoming environment, facilitating early access to high quality advice/representation.

Having skilled caseworkers able to support clients from first filling the form through to a Tribunal hearing protects the most vulnerable from poverty.

**Is the focus of your project meeting an already identifiable need (acute or otherwise) or are there elements which are preventative and/or incorporate early action?**

The need for welfare benefits advice for the vast majority of our clients is acute. Each day we see people who are experiencing food poverty and facing a crisis in their lives whether it be a recent serious mental or physical health problem, a bereavement, unemployment, an increase in caring responsibilities, a relationship breakup, homelessness or being the victim of a violent crime.

However, with the roll out of UC there are elements of preventative work in this proposed project. We want to intervene early to prevent hardship by:

- identifying clients who are to be migrated over to UC and who will require support
- ensure transitional protection for eligible clients
- identify when Alternative Payment Arrangement (APA) or a loan are needed to prevent acute poverty
- training local community groups to identify acute needs, provide peer support and make appropriate referrals early.

**Who might you need to work closely with in delivering this project - whether before, during or afterwards?**

ILC works closely with other statutory, voluntary and grassroots agencies in the borough, and is a member of Islington Advice Alliance. We take referrals from other agencies for specialist advice services both directly and indirectly. We also provide outreach advice sessions at Islington Bangladesh Association, and Help on your Doorstep (HOYD) and work closely with them and their users to provide support. We take direct referrals from Citizens Advice Islington and local authority housing officers.

The Welfare Benefits unit also leads on an advisors' forum bringing together welfare benefits advisors in the borough to share experience, identify and address strategic concerns and provide training.

This funding will be critical in enabling us to:

- maintain and develop these networks
- provide email and telephone support and training for volunteers and community groups
- identify, highlight and address any failures of UC to meet the needs of the most vulnerable clients.

**Our aim as a funder is to help people move positively between any of the four stages of Surviving, Coping, Adapting and Thriving. For your project at which of these stages will most people begin their journey?**

Most people who access our services are surviving - frequently on a very low income and on the margins of society. By securing them the benefits to which they are entitled we can assist them in being able to cope and eventually to adapt to a range of life events from loss of employment, poor health or a disability, a bereavement or relationship breakup or a mental health breakdown. We are committed to working with others to ensure that a challenging life event does not inevitably lead to poverty, isolation and poor mental health. We use the law as a tool to enable people to improve their situation and opportunities.

A number of our clients are able to secure a long term improvement in their circumstances as a result of our help and to take up new opportunities and good legal advice can be a real catalyst for wider change.

**Will there be any elements of this project that will help you or your beneficiaries to reduce your environmental footprint?**

There is no direct link between our work and clients reducing their environmental footprint.

However, clients who are living at or below the poverty line are often forced to rely on handouts and temporary solutions to ongoing needs such as food, heating, lighting etc. Assisting people to maintain a level of financial security enables them to make a wider range of choices and we have good links with the local authority's Seasonal Health Intervention Network (SHINE) which will support them to make energy saving changes to their home where this is appropriate.

**What are the main activities or outputs you want to deliver?**

A casework service advising and representing 3-4 clients a week 45 weeks a year, as UC is rolled out, focusing on those most at risk of extreme poverty due to age, poor mental or physical health or disability.

Training and supporting 4 volunteers to deliver a welcome and triage service at reception, identifying the most vulnerable clients and supporting them to access the casework service.

Providing three training sessions per annum and telephone and email support to local community groups, reaching 40 providers per annum to help community groups cope with the UC roll out, including identifying acute needs, developing peer support networks and making appropriate referrals to ILC and other providers.

**What 3 main differences or outcomes do you hope the activities you have described above will achieve?**

There is a tangible improvement in the economic circumstances of local residents, with 144 clients pa who were at risk of food poverty and debt accessing benefits to which they are entitled and securing an ongoing increase in their household income. We expect the increase to be >£200,000 pa.

135 Individuals a year feel reassured and less anxious about their benefits as they are signposted to appropriate services and supported in accessing these services, preventing the most vulnerable from losing benefit entitlement

10 local community groups are able to develop new responses to needs, and have the knowledge to support clients in the roll out of UC as they are able to identify vulnerable clients at risk, provide appropriate interim support and make referrals to ILC for early specialist interventions.



## Funding required for the project

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

Expenditure heading	Year 1	Year 2	Year 3	Year 4	Year 5	Total
Salary (including NI and pension)	38,522	39,678	40,868	0	0	0
Volunteer costs	1,525	1,571	1,618	0	0	0
Premises costs	3,505	3,610	3,718	0	0	0
Professional overheads - insurance etc	1,250	1,288	1,326	0	0	0
Publications/resources	175	180	186	0	0	0
Office costs (IT, photocopying, postage, stationery, phone)	6,890	7,097	7,310	0	0	0
Bank and audit	920	948	976	0	0	0
Interpreting and travel	225	232	239	0	0	0
Management overheads	7,175	7,391	7,612	0	0	0
<b>TOTAL:</b>	<b>60,187</b>	<b>61,993</b>	<b>63,853</b>	<b>0</b>	<b>0</b>	<b>0</b>

### What income has already been raised?

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

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

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

### How much is requested from the Trust?

<b>Expenditure heading</b>	<b>Year 1</b>	<b>Year 2</b>	<b>Year 3</b>	<b>Year 4</b>	<b>Year 5</b>	<b>Total</b>
Salary (Including NI and pension)	38,522	39,678	40,868	0	0	0
Volunteer costs	1,525	1,571	1,618	0	0	0
Premises costs	3,505	3,610	3,718	0	0	0
Professional overheads	1,250	1,288	1,326	0	0	0
Publications/ resources	175	180	186	0	0	0
Office costs (IT, photocopying, postage, stationery, phone)	6,890	7,097	7,310	0	0	0
Bank and audit	920	948	976	0	0	0
Interpreting and travel	225	232	239	0	0	0
Management overheads	7,175	7,391	7,612	0	0	0
<b>TOTAL:</b>	<b>60,187</b>	<b>61,993</b>	<b>63,853</b>	<b>0</b>	<b>0</b>	<b>0</b>

## Who will benefit?

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

**600**

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

**Islington**

Does this project specifically target any groups or communities?

This project will specifically work with the following age groups:

**16-24**

This project will specifically work with the following gender groups:

This project will specifically work with the following ethnic groups:

If Other ethnic group, please give details:

This project will specifically work with Deaf and disabled people:

**No**

This project will specifically work with LGBTQI groups:

**No**

This project will specifically work with other groups or communities:

How will you target the groups/communities you have identified? What is your expertise in providing services for these groups?

Are there any groups or communities you think your organisation will find hard to include through this project?

**No**

If yes, please specify which groups or communities? Where possible using the categories listed above.

If yes, what steps will you take to make your services accessible to and meet the needs of the groups/communities you have identified?

### **Declaration**

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

Please confirm: Yes      Full Name: **Ruth Hayes**

Role within                      **Co-Director**  
Organisation:



# The City Bridge Trust

## Bridging Divides: Application for a grant



### About your organisation

#### Organisation Details

Name of your organisation: <b>Southwark Law Centre</b>	
If your organisation is part of a larger organisation, what is its name? <b>N/A</b>	
In which London Borough is your organisation based? <b>Southwark</b>	
Contact person: <b>Ms Sally Causer</b>	Position: <b>Executive Director</b>
Website: <b><a href="http://www.southwarklawcentre.org.uk">http://www.southwarklawcentre.org.uk</a></b>	Social Media Accounts:
What Quality Marks does your organisation currently hold? <b>Lexcel specialist level</b>	

#### Legal Status

Legal status of organisation: <b>Charitable company</b>			
Charity Number: <b>277927</b>	Company Number: <b>1418763</b>	CIC Number:	Bencom Number:
When was your organisation established? <b>01/11/1976</b>			
<b>Aims of your organisation:</b> <p>The Law Centre's primary aim is the relief of poverty by the provision of legal advice, representation, education, research for people in need primarily in Southwark and surrounding Boroughs. The majority of people we support are from Southwark, but we take on cases from other South London Boroughs such as Lewisham and Bexley which do not have a Law Centre. Our constitution allows us to work across Greater London</p> <p>Key objectives In our current business plan for 2018/21 is to further develop areas of expertise and new initiatives in the provision of immigration advice, and to expand provision into Lewisham.</p>			

**Main activities of your organisation:**

We provide high quality, specialist legal advice and representation in the areas of discrimination, employment, housing, public law, planning, welfare rights, and asylum/Immigration law to those who could not afford to pay. In the year 2017/8 we took on over 800 cases. Our funding is a mixture of Legal Aid Income, charitable grants and a contract with Southwark Council. We hold Legal Aid contracts in the areas of housing, immigration and asylum and public law.

We prioritise cases which involve the prevention of homelessness, destitution, discrimination, breaches of Human Rights and poverty. All of our clients are living in poverty, many of them are destitute. None can afford to pay for legal advice. We have developed particular expertise in Human Rights Act cases. We aim to responsibly influence law and policy by highlighting the issues facing our clients and by strategic litigation. We support generalist advice and community agencies by providing consultancy and training.

**Your Staff & Volunteers**

Full-time:	Part-time:	Trustee/Board members:	Active volunteers:
<b>11</b>	<b>5</b>	<b>10</b>	<b>6</b>
Do you have a Safeguarding policy? <b>Yes</b>			
<b>Are the following people in your organisation subject to DBS checks?</b>			
Paid Staff <b>Yes</b>	Volunteers <b>No</b>	Trustees / Management Committee Members <b>No</b>	

**Property occupied by your organisation**

Is the main property owned, leased or rented by your organisation?	If leased/rented, how long is the outstanding agreement?
<b>Leased</b>	<b>7 years</b>

**Environmental Impact****What action have you taken in the past year to progress environmentally sustainability principles and practice?**

We provide storage for cycles for staff  
 We recycle materials and old office equipment  
 We have reduced energy consumption by moving from an old inefficient server to a cloud hosted IT system.  
 We monitor utility bills

## Finance Details

### Organisation Finances

	Year of most recent audited / examined accounts	Current financial year forecast	Next financial year budget
End of financial year date	31/03/2017	31/03/2018	31/05/2019
Grants & donations:	£469,367	£496,339	£409,197
Earned Income:	£438,455	£359,000	£420,000
Other income:	£538	£3,000	£800
<b>Total income:</b>	<b>908,360</b>	<b>£858,339</b>	<b>£829,997</b>
Charitable activity costs:	£794,483	£855,615	£870,900
Cost of raising funds:	£0	£0	£0
Other costs:	£0	£0	£0
<b>Total expenditure:</b>	<b>£794,483</b>	<b>£855,615</b>	<b>£870,900</b>
Free unrestricted reserves held at year end:	£544,013	£546,736	£501,289

#### What is your organisation's reserves policy?

As part of our Financial Management processes, the Board of Trustees has set a target of working towards accumulating and maintaining a reserve fund which represents six months annual operating costs.

In addition we wish to set aside the following amounts :

? £100,000 in the event we need to move from our current premises in 2020.

? £70,000 for unforeseen staffing issues such as the need to provide cover due to sickness, maternity or paternity leave.

? £5,000 fund for replacing essential equipment such as telephones or IT

For your most recent financial year, what % of your income was from statutory sources?  
**21-30%**

### Organisational changes

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

**None**

## Grant Request

Under which of City Bridge Trust's programmes are you applying? <b>Advice and Support</b>																			
Which of the programme outcome(s) does your application aim to achieve? <del>Positive Transitions\Specialist support services are better able to meet the needs of vulnerable and disadvantaged Londoners</del> <b>ADVICE + GUIDANCE</b> More Londoners have improved economic circumstance.																			
Please describe the purpose of your funding request in one sentence. <b>To increase the provision of high quality specialist immigration and human rights legal advice for disadvantaged migrants in South East London</b>																			
When will the funding be required? <b>01/07/2018</b>																			
Is this request to continue work that is currently funded or has been funded in the last year by: City Bridge Trust? <span style="float: right;">Another funder? (if so which)</span> <b>Yes</b>																			
How much funding are you requesting? <table style="width: 100%; border: none;"> <tr> <td style="width: 20%;">Year 1:</td> <td style="width: 20%;">Year 2:</td> <td style="width: 20%;">Year 3:</td> <td style="width: 20%;">Year 4:</td> <td style="width: 20%;">Year 5:</td> </tr> <tr> <td><b>£49,956</b></td> <td><del>£509,34</del> <b>£50,934</b></td> <td><b>£0</b></td> <td><b>£0</b></td> <td><b>£0</b></td> </tr> <tr> <td colspan="5" style="text-align: right; padding-top: 10px;"><b>Total Requested: £100,890</b></td> </tr> </table>					Year 1:	Year 2:	Year 3:	Year 4:	Year 5:	<b>£49,956</b>	<del>£509,34</del> <b>£50,934</b>	<b>£0</b>	<b>£0</b>	<b>£0</b>	<b>Total Requested: £100,890</b>				
Year 1:	Year 2:	Year 3:	Year 4:	Year 5:															
<b>£49,956</b>	<del>£509,34</del> <b>£50,934</b>	<b>£0</b>	<b>£0</b>	<b>£0</b>															
<b>Total Requested: £100,890</b>																			

### You and your grant request

#### What, specifically, are you applying for (your project)?

We are applying for funding towards the salary costs of a full time immigration solicitor for 2 years to enable us to continue to provide specialist level immigration and Human Rights advice and casework including Judicial Review and tribunal representation.

The funding will enable us to take on high risk cases that private practice solicitors will not take on because of the Legal Aid restrictions.

**What are the changes you hope to achieve?**

Our overarching aim is to reduce inequality and disadvantage for migrants with insecure immigration status in the UK who cannot afford to pay for legal advice.

We will aim to improve the economic circumstances, housing conditions and access to health care for a group facing multiple disadvantage

We wish to ensure that other community agencies provide a more effective service for disadvantaged migrants, by being able to identify issues such as Human Rights cases and to refer efficiently for specialist advice.

We wish to influence the policies of statutory agencies in order to combat the hostile environment that has been created for migrants over the past few years.

**How do you know there's a need for this work?**

The evidence that we have of the need for our project is embedded in our experience of providing specialist legal advice in a disadvantaged part of London with a large migrant population.

Over the past few years a 'hostile environment' has been created for people without lawful status in the UK or, as we have seen from the 'Windrush' cases, people who have found it difficult to prove their status. Changes to Immigration law have reached into essential aspects of life such as the ability to work, to access healthcare and welfare, access social housing or rent a home privately. The impact has been to increase destitution, racial discrimination and is harming community cohesion in our city.

The only remedy for many cases will be judicial review and currently due to cuts to Legal Aid there is a lack of availability of high quality immigration advice.

**How will the work be delivered - specifically, what will you do?**

We will provide face to face specialist legal advice, casework and representation in immigration and asylum law for 60 migrant clients (30 per year) and their families (estimated project total of 120 beneficiaries) from our premises in Peckham, and Lewisham, or in their homes, hospital or detention if required. The work will be delivered by an existing member of staff, a qualified and experienced solicitor.

The disadvantaged groups we will include failed asylum seekers, care leavers, people with mental health illnesses, people fleeing domestic violence, people who have been trafficked or are destitute

We will provide a telephone consultancy and referral line for frontline generalist workers in other organisations.

We will provide 4 workshops for frontline agencies on immigration and human rights issues.

We will produce 4 briefing papers on immigration issues to be circulated widely amongst our networks, and disseminated to statutory bodies.

**Why are you the right organisation to do this work?**

SLC has in depth experience of providing exceptionally high quality immigration advice, casework and training across the wide range of issues that concern the most vulnerable migrants and our expertise in higher courts litigation means that we are able to effectively challenge illegal actions by government and judicial authorities.

Some of our current/recent projects:

? We provide an advice, casework and representation service to women fleeing sexual abuse and violence.

? We provide immigration and related advice for migrant children.

? We coordinate a Housing and Immigration Group of representatives from refugee and asylum support organisations, in order to share good practice

? We provide outreach advice sessions in the premises of Southwark Day Centres for Asylum Seekers and Kings College Hospital targeting people who are street homeless.

We have developed expertise in conducting Article 8 Human Rights Act cases involving maintaining the right to family life.

**How does your work complement and not duplicate other services within your area?**

There is very little specialist immigration advice available in SE London.

We coordinate the SE London Immigration Advice Partnership which brings together the main not for profit agencies.

We meet quarterly to strategically plan work, share information and look at ways to fill gaps.

Migrant Legal Action is the other specialist immigration agency in Southwark and we share funding from the Local Authority with them under a contract.

Agencies such as Citizens Advice Southwark and Lewisham Refugee and Migrant Network provide some specialist advice but do not have solicitors able to take cases to higher level tribunal or Judicial review so we have developed effective referral protocols with them to take over cases at this level

We also lead the London wide Housing and Immigration Group which has a membership of around 400 and is an effective forum for sharing information and considering strategic legal action.

**How will this proposal meet the Programme Outcome(s) under which you are applying?**

Our project will meet the following programme outcomes

?Londoners experiencing inequality or disadvantage have greater well-being and independence through improved access to services.

Our target group comprises of some of the most disadvantaged people living in London. By tackling the root cause of migrant destitution our project will increase well being and enable people to live independent lives participating in UK society

?Londoners experiencing inequality or disadvantage are better heard and represented leading to better decision-making.

Disadvantaged migrants have seldom heard voices. By strategic litigation and collecting evidence of the issues facing our target group we will aim to ensure they have a voice and that statutory agencies improve the way that they treat very vulnerable people.

**How will you ensure that your project will hear and represent the views and needs of disadvantaged people and/or diverse communities?**

We have an inclusive approach to the provision of casework. At the outset of a case we agree with the client the outcomes that they wish to achieve and the approach and evidence needed to achieve these aims. We keep people informed at each stage of their case, working with interpreters as necessary.

We seek feedback directly from our target group, and focus groups. We have recently run a focus group in partnership with Project 17 in order to evaluate another project. We found this to be very successful and empowering for the clients who could tell their stories in a safe atmosphere with other people who had been through similar experiences. We plan to run at least 2 groups per year.

All feedback from service users and the community agencies we work with is collated into a report which informs our annual planning process.

**How does your project engage and empower individuals and/or communities to come together on this issue? Will you be working with people who are particularly excluded?**

By collecting and sharing evidence of the issues facing our client group we aim to give them a voice and responsibly influence policies of statutory agencies.

The people we work with are some of the most disadvantaged in our society, excluded because of their immigration status from many aspects of normal life in the UK, often forced into hiding. It is not unusual for us to come across migrants who have been in the UK for 15 years and have not been able to access good quality immigration advice in order to resolve complex asylum claims.

By working closely in partnership with other agencies including food banks and hospital homeless services we will be able to engage individuals who are lost in the system. By providing consultancy and workshops for other community groups we will ensure that we can work together to meet the complex needs of our client group.

**Is the focus of your project meeting an already identifiable need (acute or otherwise) or are there elements which are preventative and/or incorporate early action?**

Our project deals with an acute issue for people at a time of crisis. Our Intervention however includes preventative elements for the wider issues facing disadvantaged migrants. If we can sort out the often very long standing and complex issues related to lack of Immigration status, and family separation our clients will be in a longer term stronger position. This will contribute to elements such as Increasing safeguarding for children, Improving access to education and healthcare and assisting in integration into the community.

By removing the restrictions on recourse to public funds the project will ease pressure on overstretched local authority budgets.

We know from our experience of working with hospitals in SE London that lack of Immigration status is often the root cause of homelessness which can result in frequent admissions to hospital and delayed discharge. Homeless migrants are very likely to have serious health issues and low mortality.

**Who might you need to work closely with in delivering this project - whether before, during or afterwards?**

In order to reach some of the most vulnerable migrants it is essential for the project to engage with frontline support agencies.

Southwark Law Centre has established referral relationships with a number of agencies such as Project 17, health professionals, food banks, Local Authority family support and care leaver teams and generalist agencies such as Citizens Advice. We would like to develop closer links with primary schools.

By providing training and consultancy we aim for support worker to be better able to identify cases particularly those involving Human Rights Act issues.

We will provide outreach sessions in the premises of Southwark Day Centres for Asylum Seekers, a safe and welcoming environment.

We work closely with other members of the Law Centres Network and coordination of forums such as the Housing and Immigration Group and South East London Immigration Advice Partnership will enable us to share learning from this project widely.

**Our aim as a funder is to help people move positively between any of the four stages of Surviving, Coping, Adapting and Thriving. For your project at which of these stages will most people begin their journey?**

The people who we will help will certainly all initially be at the stage of surviving. They are likely to be homeless or living in insecure accommodation. They will be living in extreme poverty, often surviving on charity and food banks before of the fear of applying to No Recourse to Public Fund teams who generally work closely with the Home Office.

They are very likely to have severe physical and/or mental health problems and may not be able to access medical treatment.

Following our intervention as applications to regularise their status are submitted they will move to coping and adapting as they should have access to some housing and welfare support.

If we are successful in applications to regulate status in the UK our clients and their families will thrive as they will be able to access welfare, education, healthcare and employment in the UK.



**Will there be any elements of this project that will help you or your beneficiaries to reduce your environmental footprint?**

Once the clients immediate advice needs have been dealt with we can refer to other agencies for support around areas such as energy saving advice.

We also have a Planning Voice project. One of the aims of this project is to encourage people from seldom heard groups to be involved in decisions about the environment they live in such as access to green space and reduction of air pollution

**What are the main activities or outputs you want to deliver?**

Submit thoroughly prepared applications for leave to remain for 30 vulnerable migrants each year maintaining their right to private and family life and keeping them safe from harm.

Support 30 vulnerable migrants and their families to access financial support income such as NASS and Social Services and improved accommodation

Provide consultancy support training and information on issues affecting our client group reaching 40 frontline workers every year

**What 3 main differences or outcomes do you hope the activities you have described above will achieve?**

As a result of submitting an application for leave to remain clients and their families will maintain their private and family life and be kept safe from harm.

As a result of submitting an application for leave to remain clients and their families will maintain or have increased access to housing and financial support.

Other frontline agencies will be in a better position to support disadvantaged migrants



## Funding required for the project

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

Expenditure heading	Year 1	Year 2	Year 3	Year 4	Year 5	Total
Salary Including NI and pension contribution	46,984	47,923	0	0	0	94,907
Supervision 1 day per month	1,972	2,011	0	0	0	3,983
Admin support 1 day per month	986	1,005	0	0	0	1,991
Travel and sundries	150	150	0	0	0	300
Printing/statelony/Postage/Telephone	2,800	2,800	0	0	0	5,600
Disbursements/experts reports/Interpretation	12,000	12,000	0	0	0	24,000
Contribution to overheads accommodation/utilities/IT	1,500	1,500	0	0	0	3,000
Practising certificate	350	350	0	0	0	700

<b>TOTAL:</b>	<b>67,242</b>	<b>68,239</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>135,481</b>
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### What income has already been raised?

Source	Year 1	Year 2	Year 3	Year 4	Year 5	Total
Anticipated income from Legal Aid	17,286	17,305	0	0	0	34,591

<b>TOTAL:</b>	<b>17,286</b>	<b>17,305</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>34,591</b>
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### What other funders are currently considering the proposal?

Source	Year 1	Year 2	Year 3	Year 4	Year 5	Total
none	0	0	0			0

<b>TOTAL:</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
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### How much is requested from the Trust?

<b>Expenditure heading</b>	<b>Year 1</b>	<b>Year 2</b>	<b>Year 3</b>	<b>Year 4</b>	<b>Year 5</b>	<b>Total</b>
Salary costs	46,984	47,923	0	0	0	94,907
Supervision	1,972	2,011	0	0	0	3,983
Staff Training	500	500	0	0	0	1,000
Staff Travel and sundries	150	150	0	0	0	300
Practising certificate	350	350	0	0	0	700
<b>TOTAL:</b>	<b>49,956</b>	<b>50,934</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>100,890</b>

## Who will benefit?

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

**90**

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

**Southwark**

Does this project specifically target any groups or communities?

This project will specifically work with the following age groups:

This project will specifically work with the following gender groups:

This project will specifically work with the following ethnic groups:

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

If Other ethnic group, please give details:

**Latin American**

This project will specifically work with Deaf and disabled people:

**No**

This project will specifically work with LGBTQI groups:

**No**

<p>This project will specifically work with other groups or communities:</p>
<p>How will you target the groups/communities you have identified? What is your expertise in providing services for these groups?</p>
<p>Are there any groups or communities you think your organisation will find hard to include through this project?  <b>Yes - please specify</b></p>
<p>If yes, please specify which groups or communities? Where possible using the categories listed above.  <b>Very vulnerable migrants who are in hospital with severe physical and/or mental health issues</b>  <b>Care leavers</b></p>
<p>If yes, what steps will you take to make your services accessible to and meet the needs of the groups/communities you have identified?  <b>Building referral protocols with NRPF teams and Hospitals. Providing training for frontline workers</b></p>

### 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: **Sally Causer**

Role within                      **Executive Director**  
Organisation:

# The City Bridge Trust

## Bridging Divides: Application for a grant



### About your organisation

#### Organisation Details

Name of your organisation:

**Zacchaeus 2000 Trust**

If your organisation is part of a larger organisation, what is its name?

**N/A**

In which London Borough is your organisation based?

**Westminster**

Contact person:

**Ms Raji Hunjan**

Position:

**Chief Executive**

Website:

**<http://www.z2k.org>**

Social Media Accounts:

**@Z2K\_Trust**

What Quality Marks does your organisation currently hold?

**AQS**

#### Legal Status

Legal status of organisation: **Registered Charity**

Charity Number:

**1110841**

Company Number:

**05442501**

CIC Number:

Bencom Number:

When was your organisation established? **04/05/2005**

#### Aims of your organisation:

Our charity objectives are:

the prevention and relief of poverty in the United Kingdom ;  
providing assistance and services to individuals in need; providing advice, education, training and assistance on any issues relating to the relief of poverty to volunteers, other charities or organisations, undertaking, supporting and promulgating research into factors that contribute towards poverty and ways to mitigate them;

we work primarily with Londoners who are on low income and are experiencing complications with their benefits and housing issues; we prioritise people who are particularly vulnerable to losing their home through rent arrears. The core principle behind our work is a belief that those who have a connection and want to live in London, should be able to do so, despite their income levels and their housing situation.

**Main activities of your organisation:**

Our casework advice covers social security, housing and homelessness. We combine outreach, advice and casework, with additional support services to help Londoners on low income and/or at risk of homelessness to address multiple issues relating to income and housing. Our casework reach is primarily the Inner London Boroughs of Westminster, Camden, Kensington and Chelsea and Wandsworth amongst others. Our current services include:

- ? Benefits case work: dealing with complications including overpayments
- ? Tribunal representation: we use a network of pro bono lawyers to challenge refused disability benefits
- ? Private Rented Access (PRS) scheme: we house single people who are homeless or at risk of homelessness within the PRS. We work with individuals to secure PRS tenancies and prepare them for sustaining a tenancy, managing their finances and day to day living.
- ? Stepping Stones: group work, one to one support, referrals to other agencies on debt issues, ESOL and training, mental health issues

**Your Staff & Volunteers**

Full-time:	Part-time:	Trustee/Board members:	Active volunteers:
<b>10</b>	<b>4</b>	<b>9</b>	<b>20</b>
Do you have a Safeguarding policy? <b>Yes</b>			
<b>Are the following people in your organisation subject to DBS checks?</b>			
Paid Staff <b>Yes</b>	Volunteers <b>No</b>	Trustees / Management Committee Members <b>No</b>	

**Property occupied by your organisation**

Is the main property owned, leased or rented by your organisation?	If leased/rented, how long is the outstanding agreement?
<b>Leased</b>	<b>2.5 years</b>

**Environmental Impact****What action have you taken in the past year to progress environmentally sustainability principles and practice?**

We have a recycling system for all our waste, and we choose green tariffs for our electricity. Our office is paperless, with the bulk of our files held in a cloud based system.



## Finance Details

### Organisation Finances

	Year of most recent audited / examined accounts	Current financial year forecast	Next financial year budget
End of financial year date	31/12/2017	31/12/2018	
Grants & donations:	£466,732	£614,218	£0
Earned income:	£39,498	£11,600	£0
Other income:	£7,317	£1,000	£0
<b>Total income:</b>	<b>513,547</b>	<b>£626,818</b>	<b>£0</b>
Charitable activity costs:	£486,554	£619,539	£0
Cost of raising funds:	£375	£0	£0
Other costs:	£0	£0	£0
<b>Total expenditure:</b>	<b>£486,929</b>	<b>£619,539</b>	<b>£0</b>
Free unrestricted reserves held at year end:	£214,016	£170,000	£0
<b>What is your organisation's reserves policy?</b> The trustees aim to maintain an amount on general fund equivalent to three months' running expenses. This target is regularly reviewed by trustees against the current risks faced by the organisation. The Trustees has reviewed the current level of reserves against the target and concluded that the level of reserves held is acceptable.			
For your most recent financial year, what % f of your income was from statutory sources? <b>0%</b>			

### Organisational changes

Describe any significant organisational changed to your structure, financial position or core activities since the date of your most recent accounts.

**None**

## Grant Request

Under which of City Bridge Trust's programmes are you applying?

**Advice and Support**

Which of the programme outcome(s) does your application aim to achieve?

**Advice & Support\More Londoners have improved economic circumstances**

Please describe the purpose of your funding request in one sentence.

**Empowering clients to move on and take charge of their lives through casework and support services to prevent homelessness**

When will the funding be required? **01/08/2018**

Is this request to continue work that is currently funded or has been funded in the last year by:

City Bridge Trust?

**No**

Another funder? (if so which)

**Tudor, Rank, Comic Relief,**

How much funding are you requesting?

Year 1:

**£50,000**

Year 2:

**£45,000**

Year 3:

**£40,000**

Year 4:

**£35,000**

Year 5:

**£30,000**

**Total Requested: £200,000**

### You and your grant request

#### What, specifically, are you applying for (your project)?

We are seeking core cost funding towards our client-centred casework projects, resolving multiple issues faced by vulnerable clients relating to housing and income through advice, advocacy and additional support. In our casework approach, we teach people their rights, help them to assess their options, offer practical support (eg. access to grants) in order to assist with move on. Casework includes complications with what will be termed as legacy benefits and Universal Credit (UC), overpayments, rent arrears, tribunal representation when ESA and PIP is stopped, early action to stop landlords issuing notice seeking possession, dealing with disrepairs, and other issues that prevent people from living securely. Given that the 'unknowns' relating to the roll out of UC to full service, we want to maintain a flexible caseload so that we can respond to changes in client needs as welfare reforms continue. This means a continuous review of our annual targets.

**What are the changes you hope to achieve?**

We ultimately want low income Londoners to be able to live securely with affordable tenancies and be empowered to take charge of their lives. To achieve this, in addition to solving a client's immediate benefits problem, we maintain capacity in our caseload to listen and engage with our clients' emotional and mental wellbeing ? offering practical support (eg. with finding a property or attending medical assessments) and encouraging the take-up of other external services.

"I'm very, very happy, a very big thank you for helping and supporting me, it's been a hard time and I didn't know what I was doing. Because of helping me, I've got money for my child." (Client feedback)

For London more widely, we want to ensure that the voices of our clients are heard in our policy work, to influence changes to the benefits system that make it more fair and easier to access.

**How do you know there's a need for this work?**

Welfare reform combined with rising rents and an increasing reliance on the private rented sector, has led to greater demand for our services; this is likely to increase in complexity under UC. Observer FOIs (17/09/17) showed half of all council tenants across 105 local authorities who receive the housing element of UC are one month behind on their rent, with 30% two months behind. The threat of being evicted from social housing is very real for many of our clients.

We know our clients don't trust the benefits system to be fair and need help:

"My problems are really complicated, and I just need legal help? I don't think they [council] care about people, so an organisation, like yours, it's just so helpful, it makes people feel better." (Client Feedback)

We believe a fairer benefits system is more likely to be achieved if evidence from advice work can influence policy.

**How will the work be delivered - specifically, what will you do?**

A client journey begins either with a referral, through direct contact or via one of our Westminster outreach services; at which point we use diagnostic tools to assess level of need and risk of homelessness. Clients will have multiple cases opened including:

? casework regarding a negative benefits decision, including tribunal representation, particularly ESA and PIP appeals.

? housing casework where legal aid is not available or cannot be sourced including housing benefit, rent arrears and threat of eviction.

? PRS: support with accessing housing in the private rental sector - securing rent in advance, and post tenancy support to maintain a tenancy.

? Advice plus: clients identify an additional challenges, such as mental health, addiction or lack of skills and we provide workshops, one to one support or refer to other services.

We also offer immediate relief through food bank vouchers and emergency cash when benefits are totally stopped.

**Why are you the right organisation to do this work?**

Our client-centred track record means we can work to empower individuals to better equipped to address their challenges. In 2017 we agreed to reduce our client numbers, to increase our capacity to make deeper interventions. Whilst we accept this means we cannot meet the full demand for our service, we can use client experiences to influence policy change to achieve better outcomes for all low-income Londoners. In a 3 month period, we have received 36 completed surveys from clients:

32 said they felt more in control of their money

20 said that next time they would feel more able to deal with their problem

21 said they were more confident to take part in community activities

?After the help I got at tribunal, thanks to the Z2K staff, I got my PIP and now I can manage my bills. I need no longer to sell my belongings to survive.?

**How does your work complement and not duplicate other services within your area?**

We know that the number of independent advice agencies without a reliance on statutory contracts are on the decline. For example, Westminster CAB is contractually funded by Westminster to deliver advice, Paddington Law Centre primarily provides legal aid and Cardinal Hulme is mainly restricted to South Westminster. We can work closely with all local advice services and cross refer regularly, whilst ourselves focussing on the most complex cases. Often clients will present with one issue, but through a deeper analysis we discover a more pressing matter. A typical example is when a client contacts us to ask for help with an Employment Support Allowance (ESA) claim, but we uncover further problems such as rent arrears. We will then prioritise stabilising their rent arrears by liaising with the landlord in addition to housing benefit and UC. If required we will also assist with discretionary housing payments, to stop potential eviction.

**How will this proposal meet the Programme Outcome(s) under which you are applying?**

This work is primarily about improving economic outcomes for Londoners, so that they can both benefit and contribute to London's richness and diversity

?I feel great now as I have received back all the money I was denied. And now I have enough money to live on? (client feedback).

We also aim to reach people before they reach crisis point ? which we see as the point at which the client is likely to lose their home. This is about empowering individuals to be able to contribute to their local communities because they have the security to do so.

Through our broader policy influencing work, alongside engaging directly with clients, we continue to work in partnership with the sector to influence change in the benefits system that will help to meet City Bridge's programme outcomes.

**How will you ensure that your project will hear and represent the views and needs of disadvantaged people and/or diverse communities?**

A principle behind our work is that change cannot be achieved unless the voices of those who are most disadvantaged by social and economic policy are heard. We have developed this project through listening directly to our clients, and planning our work across the whole of our team, based on what clients have told us. We regularly survey our clients, and our annual survey is an important tool to review how we are meeting need. We are in the process of producing a report on the experiences of people applying for disability benefits, with recommendations based on the voices of our clients. We will continue to support our clients to help us to influence wider policy change through focus groups, surveys and case studies. We also have a separate grant application to another funder to track the experiences of our clients who are migrated over to UC.

**How does your project engage and empower individuals and/or communities to come together on this issue? Will you be working with people who are particularly excluded?**

In all our casework, we empower clients who are most excluded to take control of their lives ? be this one to one support, workshops or post tenancy empowerment. Clients are also empowered by being supported to take their benefits issues to appeal at tribunal.

?The [tribunal] doctor said he couldn't? believe the assessment report. He said the case should never have come here?.He said ?I can't believe this, out of 22 points available they gave you zero.?? Client appealing an ESA claim

Winning their appeal has huge impacts on people's emotional and financial wellbeing.

After months of stress, uncertainty financial hardship, finally having their PIP or ESA reinstated or awarded for the first time is a huge relief for people.

?It's pressure off your head, it's a weight off your shoulders.? ? Client appealing ESA

**Is the focus of your project meeting an already identifiable need (acute or otherwise) or are there elements which are preventative and/or incorporate early action?**

Given the cyclical nature of the benefits system and the continuation of welfare reform, alongside the insecurity of long term tenure in the private rented sector, it is difficult to incorporate early action into the project. However, we work to achieve this by encouraging clients should come to us before they are threatened with eviction; the worst cases that we see are the ones where clients have only reached our services after they have lost their social housing. We support clients to understand the benefit system and to recognise the signs that they need to seek advice:

?I'm aware that I have more rights than I was led to believe. ?

?I'm now able to search online and seek out additional explanations for things I didn't understand.?

At the end of a case, we explain to clients what to do when they sense problems arising again.

**Who might you need to work closely with in delivering this project - whether before, during or afterwards?**

We work closely with referral agencies, particularly those who can refer clients who are least likely to seek benefits advice, such as Helen Bamber and Body and Soul. We refer out to ESOL, money management and tenants rights workshops.

We also work closely with the pro bono legal professionals. Currently our clients benefit from pro bono legal representation from Hogan Lovells, Morrison Forester and Kingsley Napley corporate law firms. We are now in talks with Cooleys LLP, Allen and Overy and Mayer Brown amongst others. We also work closely with university legal clinics to increase our capacity across all our casework, from completing benefits applications forms to appealing benefits. At least one of the law firms we are in talks with has said addressing poverty in London will be a key part of their pro bono work, and we will use this commitment to support our clients with housing matters.

**Our aim as a funder is to help people move positively between any of the four stages of Surviving, Coping, Adapting and Thriving. For your project at which of these stages will most people begin their journey?**

The majority of our clients sadly start their journey with us at surviving; those who have had their benefits stopped are at risk of destitution. We regularly hand out foodbank vouchers and we maintain a Relief from Poverty fund to administer emergency cash to cover utility or travel for example. But people move between the stages: one client came to us with benefits issues, but it became clear she had fallen into rent arrears and was not claiming for her two daughters' disabilities because her ex-partner would not accept they were disabled. We helped her think through going against her ex-partner's concerns against a backdrop of needing to have the income to support her daughters. We helped her understand that as a social housing tenant, should she lose her home, she would face the insecurity of PRS. She is now claiming the right benefits, and her rent arrears are resolved.

**Will there be any elements of this project that will help you or your beneficiaries to reduce your environmental footprint?**

All our casework is managed through a cloud hosted system, which means we do not keep paper files of client work. We have also developed a system of referrals, which has enabled us to reduce the administrative tasks by sharing these with the referral agency. We have also found that by going on record with HMCTS at an early stage of an appeal being lodged, we are sent all bundles directly from the courts, which means we do not have to print these out ourselves.

**What are the main activities or outputs you want to deliver?**

600 clients a year will be supported with various benefits and housing issue that puts them at risk.

300 clients a year prevented from homelessness

200 clients a year offered additional opportunities to engage in empowerment activities

**What 3 main differences or outcomes do you hope the activities you have described above will achieve?**

Clients able to live securely and have the confidence to work towards move on

Clients have an improved understanding of their rights and how to navigate the benefits system

A new layer of evidence based on client experience that can be used to influence both the work of other organisations, and of policy





## Funding required for the project

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

Expenditure heading	Year 1	Year 2	Year 3	Year 4	Year 5	Total
salaries service delivery staff inc nics/pension	233,452	240,452	247,656	252,609	257,661	1,221,830
office rent	15,000	15,000	15,000	20,000	20,000	85,000
outreach room hire	2,000	2,000	2,000	2,000	2,000	10,000
ICT	4,000	4,000	4,000	4,000	4,000	20,000
Overheads @10 %	25,345	26,145	26,865	27,860	28,366	134,581

<b>TOTAL:</b>	<b>279,797</b>	<b>287,597</b>	<b>295,521</b>	<b>306,469</b>	<b>312,027</b>	<b>1,471,411</b>
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### What income has already been raised?

Source	Year 1	Year 2	Year 3	Year 4	Year 5	Total
Trust/Foundations	170,000	170,000	110,000	0	0	62,000
Donations	20,000	20,000	30,000	30,000	30,000	70,000
Corporate Donations	10,000	20,000	35,000	35,000	25,000	125,000

<b>TOTAL:</b>	<b>200,000</b>	<b>210,000</b>	<b>175,000</b>	<b>65,000</b>	<b>55,000</b>	<b>705,000</b>
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### What other funders are currently considering the proposal?

Source	Year 1	Year 2	Year 3	Year 4	Year 5	Total
John Ellerman	20,000	20,000	20,000	0	0	60,000
PIMCO	0	10,000	0	0	0	10,000

<b>TOTAL:</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>70,000</b>
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### How much is requested from the Trust?

Expenditure heading	Year 1	Year 2	Year 3	Year 4	Year 5	Total
salaries inc Nics pension	31,000	32,000	33,000	34,000	30,000	0
rent	10,000	10,000	7,000	0	0	0
overheads	9,000	3,000	0	0	0	0

<b>TOTAL:</b>	<b>50,000</b>	<b>45,000</b>	<b>40,000</b>	<b>35,000</b>	<b>30,000</b>	<b>200,000</b>
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## Who will benefit?

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

**600**

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

**Westminster**

Does this project specifically target any groups or communities?

**the majority of our clients have a physical or learning disability**

This project will specifically work with the following age groups:

**25-44**

This project will specifically work with the following gender groups:

**Male**

This project will specifically work with the following ethnic groups:

**Mixed / Multiple ethnic groups**

If Other ethnic group, please give details:

This project will specifically work with Deaf and disabled people:

**No**

This project will specifically work with LGBTQI groups:

**No**

This project will specifically work with other groups or communities:  
**the majority of our clients have a physical or learning disability**

How will you target the groups/communities you have identified? What is your expertise in providing services for these groups?  
**Referrals and outreach, we have a track record in working in this way**

Are there any groups or communities you think your organisation will find hard to include through this project?  
**Yes - please specify**

If yes, please specify which groups or communities? Where possible using the categories listed above.  
**those who are most reluctant to seek advice because they feel so excluded**

If yes, what steps will you take to make your services accessible to and meet the needs of the groups/communities you have identified?  
**targeted outreach and broad referral pathways**

### **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: **Raji Hunjan**

Role within                      **Chief Executive**  
Organisation:

# The City Bridge Trust

## Bridging Divides: Application for a grant



### About your organisation

#### Organisation Details

Name of your organisation:

**Bonny Downs Community Association**

If your organisation is part of a larger organisation, what is its name?

**n/a**

In which London Borough is your organisation based?

**Newham**

Contact person:

**Mr. Peter Laing**

Position:

**Chief Executive**

Website:

**<http://www.bonnydowns.org>**

Social Media Accounts:

**@bdca247**

What Quality Marks does your organisation currently hold?

**PQASSO Level 1**

#### Legal Status

Legal status of organisation: **Registered Charity**

Charity Number:

**1071625**

Company Number:

**3625785**

CIC Number:

Bencom Number:

When was your organisation established? **03/09/1998**

#### Aims of your organisation:

The mission of BDCA is to bring people together, break down barriers and build people up. Our strategic objectives are to:

1. Help people to connect so that we reduce isolation and have a more integrated community.
2. Support people to be physically active, so that we have a healthier community.
3. Encourage people to take time to reflect in our busy society, so that we can improve our mental health and wellbeing.
4. Provide opportunities to keep on learning so that we have a knowledgeable and skilled community.
5. Create opportunities for people to give of their time and / or money so that we can inspire local action and increase capacity to effect positive change.
6. Help more people to celebrate so that we encourage an attitude of thankfulness and celebration ? even in the midst of life?s disappointments and challenges.
7. Provide support for people in difficult times, so we develop a more resilient and caring community.

**Main activities of your organisation:**

Bonny Downs Community Association delivers or hosts community projects in four previously derelict local spaces that we have renovated and brought back into community use: The Well Community Centre, Flanders Playing Field, Bobby Moore Pavillion and the Grow Together Be Together Community Garden.

BDCA's Children & Families Project runs an after school club, holiday schemes, toddler groups, courses for parents, and holistic support for families in poverty.

BDCA's Youth Project provides a twice weekly youth club and annual leadership programme to support 'at risk' young people.

BDCA's Sports Project provides affordable physical activities to improve the health of residents of all ages.

BDCA's Poverty Response Project delivers a weekly foodbank, benefits and debt advice and a day centre for homeless people.

BDCA's Food Project provides local residents with opportunities to grow, share and learn about healthy food in our community garden and café.

BDCA's Elders Project delivers daily activities for older people and advocacy for elders in crisis.

**Your Staff & Volunteers**

Full-time:	Part-time:	Trustee/Board members:	Active volunteers:
<b>2</b>	<b>43</b>	<b>8</b>	<b>92</b>
Do you have a Safeguarding policy? <b>Yes</b>			
<b>Are the following people in your organisation subject to DBS checks?</b>			
Paid Staff <b>Yes</b>	Volunteers <b>Yes</b>	Trustees / Management Committee Members <b>Yes</b>	

**Property occupied by your organisation**

Is the main property owned, leased or rented by your organisation?	If leased/rented, how long is the outstanding agreement?
<b>Leased</b>	<b>9 years</b>

**Environmental Impact****What action have you taken in the past year to progress environmentally sustainability principles and practice?**

BDCA had an Eco-Audit from City Bridge Trust in 2017, with a follow-up visit from '3 Acorns' in June 2018. The report notes that we have acted on one of the main recommendation and found funding to replace the 30-year-old heating system at The Well with an eco-friendly boiler. In the last year we have also introduced recycling at both sites, switched to recycled paper, and reduced paper use by setting printers to double-sided. The after school club is teaching children about recycling and advice workers have had a workshop on helping vulnerable clients use green tips to reduce living costs. Our café has used more organic food from our garden, and donated food. We are saving energy by turning off radiators, lights and heaters, and replacing light bulbs. Trustees have adopted an Environmental Policy which will be monitored at board meetings to ensure we continue to implement the recommendations.

## Finance Details

### Organisation Finances

	Year of most recent audited / examined accounts	Current financial year forecast	Next financial year budget
End of financial year date	31/03/2017	31/03/2019	
Grants & donations:	£404,633	£388,507	£0
Earned income:	£366,514	£399,815	£0
Other income:	£572	£300	£0
<b>Total income:</b>	<b>771,719</b>	<b>£788,702</b>	<b>£0</b>
Charitable activity costs:	£700,510	£766,999	£0
Cost of raising funds:	£17,432	£19,863	£0
Other costs:	£6,817	£0	£0
<b>Total expenditure:</b>	<b>£724,759</b>	<b>£786,862</b>	<b>£0</b>
Free unrestricted reserves held at year end:	£218,096	£193,633	£0
<b>What is your organisation's reserves policy?</b> The trustees are currently reviewing our reserves policy in line with our newly developed risk appetite policy to ensure that reserves are managed in a positive and proactive way. As it currently stands, our policy is to hold reserves equivalent to six months running costs to cover the orderly winding down of activities should future funding be withdrawn.			
For your most recent financial year, what % of your income was from statutory sources? <b>11-20%</b>			

### Organisational changes

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

**Thanks to recent funding from the Tudor Trust, BDCA are formalising our new senior management team structure. Three Senior Managers will line manage Project Coordinators to reduce the number of direct reports to the CEO, improve staff support and ensure that organisational activities are delivered to a high standard; oversee safeguarding; develop partnerships and develop a digital strategy.**

## Grant Request

**Under which of City Bridge Trust's programmes are you applying?**

## Connecting the Capital

**Which of the programme outcome(s) does your application aim to achieve?**

**Connecting the Capital\Londoners experiencing inequality or disadvantage have greater wellbeing and independence through improved access to arts, sports and other community facilities and services**

**Please describe the purpose of your funding request in one sentence.**

**To improve the wellbeing and independence of vulnerable elders aged 65+ in Newham by providing exercise classes, social and creative activities, advocacy and day care.**

**When will the funding be required? 01/12/2018**

**Is this request to continue work that is currently funded or has been funded in the last year by:**

## City Bridge Trust?

No

**Another funder? (If so which)**

## Big Lottery Reaching Communities

**How much funding are you requesting?**

**Year 1:**  
**£32,406**

**Year 2:**  
**£33,194**

**Year 3:**  
**£35,182**

**Year 4:**  
**£35,776**

**Year 5:**  
**£36,381**

**Total Requested: £172,938**

## You and your grant request

**What, specifically, are you applying for (your project)?**

**What, specifically, are you applying for (your project)?**  
We are seeking funds to expand our Active and Connected project for older people in Newham, meeting a need highlighted by a recent evaluation of the project and a growing population of older people within Newham. We would use this grant to provide:

Five new activities to improve the physical and mental health of elders aged 65+

Eight hours of advocacy a week to help meet practical needs of those in poverty

7 A new day care centre on two days a week for those who have a higher level of care need, which will mean they can be part of the community.

To achieve this the grant will cover 50% of the salary of the Project Coordinator who leads our whole programme of activities and support for elders and will develop the day centre; 33% of the Elders? Advocacy Manager?s salary; and £5,000 towards activity running costs.



**What are the changes you hope to achieve?**

Through this project: 1) Vulnerable older people in Newham will be much less isolated and lonely. At the end of 2017, 100% of the 87 users completing our end-of-year survey reported that they had made friends at The Well, and 88.5% reported feeling less lonely and isolated as a result of attending our activities.

2) Older people will have improved physical and mental health. The same survey showed that our project improved older people's levels of physical activity (63%), mentally stimulating activity (64%) and social activity (94%). As a result, 56.3% of our survey respondents reported reduced usage of statutory health services since attending our programme.

3) Vulnerable elders will have increased resilience so they can live independently for longer. An impressive 96.6% of our survey respondents reported being better able to manage and be more independent, partly thanks to 373 hours of advocacy sessions during the year.

**How do you know there's a need for this work?**

In Newham, 41% of older people live in income deprived households (2015), the 3rd highest proportion in the country. Many suffer poor health: Women in Newham can expect 61 years of healthy life, and men just 58. Age UK warn that East Ham South has is 'very high risk' of loneliness amongst people aged 65+ and POPPI statistics predict a 33% increase in Over 65s in Newham from 2017 - 2025 (compared with 17% across England). Newham Council has already cut £173M over five years with a further £1.1M to come in 18/19, including services for older people. Day centres and community centres have closed, including the Hartley Centre less than mile from The Well.

There is only 1.3 minutes of advice provision available per person per year in Newham. Changes to welfare entitlement and online application systems leave elderly people in poverty, making our advocacy service vital.

**How will the work be delivered - specifically, what will you do?**

We will run three weekly exercise classes for elders, a weekly arts and crafts session, and a weekly social including a coffee morning and lunch club. We anticipate 8,500 - 9,200 attendances a year.

We will deliver eight hours a week of advocacy assisting 40 elders in poverty a year to secure benefits such as ESA and support them with PiP assessments; help elders to get the support they need to live safely at home; help elders with mobility issues to apply for transport services so that they can get out; secure suitable accommodation when people's ability to live independently diminishes; give practical and emotional support to bereaved elders; arrange support for carers of elders with dementia.

We will launch a new day centre at the Well, as there is a massive shortage of day care for elderly people with higher needs, who have Personal Budgets to pay for it.

**Why are you the right organisation to do this work?**

BDCA's Active and Connected Elders Project has a 15-year track record of delivering a daily programme of activities and services that help protect vulnerable elderly residents from suffering preventable illness, isolation and hardship. Last year there were 10,706 project attendances and 464 unique project users, and a team of 47 volunteers including an active Steering Group. An external project evaluation (February 2018) concluded it is a 'well-established, well-respected and effective initiative. Feedback from users, volunteers and staff is overwhelmingly positive. The project's impact is clearly life changing for some and significant to many.'

Being part of a larger community association means the elders' work is well-managed and secure, and expresses the values of inclusion, celebration and empowerment that run through all our work. It means the elders' work includes the most disadvantaged, through links with BDCA's foodbank, and it links older people with the wider community through intergenerational events.

**How does your work complement and not duplicate other services within your area?**

We are part of the Staywell Consortium bringing together statutory and voluntary services for older people in Newham, and referring people to each other's services. At our meetings we share what we are doing and schedule similar activities like coffee mornings on different days across the borough. The main other local provider is Newham Council, who started a small library-based programme of exercise classes and other activities for elders, very similar to ours, after visiting our project. When we noticed this duplication we met with their staff and asked them to schedule their activities on different days of the week.

In terms of day care for older people, there are only two providers in Newham, one in Chargeable Lane in Canning Town and Subco specifically for Asian Elders in Manor Park and we have consulted with them to establish need. There is no equivalent advocacy service for elders.

**How will this proposal meet the Programme Outcome(s) under which you are applying?**

We will enable older Londoners experiencing inequality or disadvantage to have greater well-being and independence through improved access to arts, sports and other community facilities and services.

This project will improve wellbeing and independence by running daily activities including exercise classes, arts and crafts and social activities at our community centre, and specifically by adding five new sessions. It will enable the participation of elders who aren't mobile enough to access the programme at the moment, by launching a day centre on two days a week. This will mean elders with a higher level of need are not trapped at home but can spend the day with other people, taking part in enjoyable activities. Advocacy will help the most disadvantaged elders to resolve problems with housing, benefits, and other paperwork that are causing them pain and distress. This will help them live independently for longer and improve their wellbeing.

**How will you ensure that your project will hear and represent the views and needs of disadvantaged people and/or diverse communities?**

User-centred service was highlighted as one of BDCA's strengths in our PQASSO assessment in October 2017. A large proportion of those who use our Elders' project are disadvantaged in different ways including poverty, disability and learning difficulties. Referrals from BDCA's foodbank and night shelter, and other agencies to our advocacy service ensure that users of the project include the most disadvantaged elders. We gather individuals' views through annual anonymous surveys and external evaluations that involve interviews and focus groups. Users can represent their views and needs to the user steering group, or as part of it. The Advocacy manager is available by appointment to hear and represent elders with specific needs. In addition, all members of staff will listen and help. Our February 2018 evaluation found, "Staff genuinely care about the project and its users and go the extra mile in terms of getting to know people and offering support."

**How does your project engage and empower individuals and/or communities to come together on this issue? Will you be working with people who are particularly excluded?**

All project users are warmly encouraged and welcomed to take ownership and leadership of the work, in line with our values of inclusion and empowerment. In 2017, 1,777 volunteer hours were given by 47 elders who helped generate new ideas for groups and activities, support practical work, and took part in running the project through the Steering Group and focus groups. The user steering group meets quarterly to help plan yearly activities, and volunteers and steering group members attend training sessions along with staff. We are proud of the level of commitment our volunteers and steering group have shown. An external evaluation in February 2018 reported, "Volunteers and users seem often to be amazed at the extent of their enjoyment of and commitment to the project. They may have come thinking they would find something to do but are surprised that what they have found is a sense of belonging."

**Is the focus of your project meeting an already identifiable need (acute or otherwise) or are there elements which are preventative and/or incorporate early action?**

Our Active and Connected Elders project provides activities that prevent ill-health, isolation and serious hardship. A range of exercise classes, cultural and social events help older people maintain their physical health and mental wellbeing, and workshops on e.g. staying warm or falls help prevent particular problems. By having regular activities, friends, maybe a volunteering role and feeling connected to the community, people's lives are happier and more purposeful, and they know people who they can turn to for help with any difficulties or needs that arise as they grow older? an effective safety net. Some elders will be referred at the point of need, particularly for advocacy at a time of crisis such as financial hardship or bereavement when they have nowhere else to turn. Along with this specific help, they will be welcomed to participate in other activities which will build up their resilience for the future.

**Who might you need to work closely with in delivering this project - whether before, during or afterwards?**

At BDCA we believe change cannot be achieved alone and we are fully committed to collaborative working, particularly with organisations that share our vision and values. Our approach to partnership working always seeks a win - win outcome for all involved. In 2017, BDCA worked in active partnership with 93 other organisations.

The Active and Connected Elders Project currently works in active partnership with organisations including: The Steer Foundation, West Ham United, East Ham Active, Department for Work & Pensions, Newham Council, Newham Clinical Commissioning Group, Bonny Downs Baptist Church, Wortely lodge, Staywell Consortium, and NHS. Our partnership with Newham Community Prescriptions (heart disease/diabetes programme) is very successful, with a waiting list for classes, and we continue to offer Health Promotions and Active Centres programmes with Newham council.

**Our aim as a funder is to help people move positively between any of the four stages of Surviving, Coping, Adapting and Thriving. For your project at which of these stages will most people begin their journey?**

Most people who initially come to the project are Surviving or Coping. They are just ?getting through? the day, and their lives. They feel undervalued and unsure about where they fit into their community at their age.

Added to this a number are coping with issues of bereavement, poverty, debt, isolation, loneliness etc. meaning they come needing friendship, acknowledgement, training, help and advice. We know this from user surveys and questionnaires.

We see people changing their attitude to feeling included, more empowered, celebrating life and thriving. Nearly everyone chooses to stay and get involved.

?I became a recluse after the shock of losing my beloved husband but BDCA has brought me back into the community. The trip to Richmond and the cruise along the Thames have been highlights of my year. The Well is a marvellous place and I feel that I really belong here.? ? Jean

**Will there be any elements of this project that will help you or your beneficiaries to reduce your environmental footprint?**

We have run workshops for elders on Warmer Homes, saving energy, saving water, and sustainable homes, led by the same environmental consultants who have helped BDCA improve energy efficiency at The Well. These give older people tips for staying warm in winter and reducing the cost of running their homes. Although aimed at keeping them safe and healthy and coping with bills, it leads to them reducing the amount of energy and water they use and therefore reducing their environmental footprint, if they follow the advice.

The elders team, along with the rest of BDCA encourages effective use of resources through re-use, recycling and reducing food miles by growing food locally for the cafe, and these messages are passed on to elders through e.g. workshops about how to recycle.

**What are the main activities or outputs you want to deliver?**

Five weekly sessions lasting at least 1 hour each, for elders aged 65+ including: Tai Chi, Music and Movement, Line Dancing, Arts and Crafts, Coffee morning/lunch club with games/quizzes/discussion for mental alertness.

Day care centre running two days/week by the end of the project that will enable isolated elders (12 per day) who have nowhere they can go to spend the day with others at our community centre and access the range of support and activities available.

Advocacy service eight hours a week benefiting an average of 40 elders 65+ a year, providing help with benefits, bereavement, housing, health and transport issues.

**What 3 main differences or outcomes do you hope the activities you have described above will achieve?**

Elders aged 65+ in Newham experiencing inequality or disadvantage will have reduced isolation and loneliness so they can access and give support through social networks.

Elders aged 65+ in Newham experiencing inequality or disadvantage will have improved physical and mental health so they remain fitter and healthier for longer.

Elders aged 65+ in Newham experiencing inequality or disadvantage will have increased resilience so they can cope with crises and live independently for longer.



## Funding required for the project

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

Expenditure heading	Year 1	Year 2	Year 3	Year 4	Year 5	Total
Project co-ordinator salary	34,500	35,190	35,894	36,612	37,344	179,539
Project assistant salary	26,125	26,562	27,162	27,705	28,259	135,814
Advocacy manager salary	26,083	26,606	27,137	27,680	28,234	135,740
Staff training and development	800	800	800	800	800	4,000
Marketing, telephone, print, stationery	1,200	1,200	1,200	1,200	1,200	6,000
Volunteer costs	2,500	2,500	2,500	2,500	2,500	12,500
Activity running costs	32,782	33,437	34,106	34,788	35,484	170,597
Management and overheads	12,399	12,629	12,880	13,128	13,382	64,419
<b>TOTAL:</b>	<b>136,389</b>	<b>138,924</b>	<b>141,679</b>	<b>144,413</b>	<b>147,203</b>	<b>708,609</b>

### What income has already been raised?

Source	Year 1	Year 2	Year 3	Year 4	Year 5	Total
Big Lottery Fund	69,526	70,311	0	0	0	139,837
Income from charges for activities	10,000	10,000	10,000	10,000	10,000	50,000
Income from new day centre	0	3,000	6,000	6,000	6,000	21,000
Donations	5,000	5,000	5,000	5,000	5,000	25,000
<b>TOTAL:</b>	<b>84,526</b>	<b>88,311</b>	<b>21,000</b>	<b>21,000</b>	<b>21,000</b>	<b>235,837</b>

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

Source	Year 1	Year 2	Year 3	Year 4	Year 5	Total
Merchant Taylors Consolidated Charities for the Infirm	16,507	16,825	0	0	0	33,332
Oliver Stanley Charitable Trust	3,000	0	0	0	0	3,000
Lennox Hannay Charitable Trust	10,000	0	0	0	0	10,000
Drapers Charitable Fund	15,000	0	0	0	0	15,000
<b>TOTAL:</b>	<b>44,507</b>	<b>16,825</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>61,332</b>

### How much is requested from the Trust?

<b>Expenditure heading</b>	<b>Year 1</b>	<b>Year 2</b>	<b>Year 3</b>	<b>Year 4</b>	<b>Year 5</b>	<b>Total</b>
Project co-ordinator salary (50%	16,399	16,705	17,947	18,306	18,672	88,029
Advocacy Manager salary (8 hrs/week)	8,608	8,860	9,037	9,217	9,402	45,123
Activity costs	5,000	5,000	5,000	9,217	9,402	25,000
Management and overheads	2,399	2,629	3,198	3,252	3,307	14,786
<b>TOTAL:</b>	<b>32,406</b>	<b>33,194</b>	<b>35,182</b>	<b>35,776</b>	<b>36,381</b>	<b>172,938</b>



## Who will benefit?

How many people will directly benefit from the grant per year? <b>250</b>
In which Greater London borough(s) or areas of London will your beneficiaries live? <b>Newham</b>
Does this project specifically target any groups or communities?
This project will specifically work with the following age groups: <b>65-74</b>
This project will specifically work with the following gender groups: <b>Male</b>
This project will specifically work with the following ethnic groups: <b>Mixed / Multiple ethnic groups</b>
If Other ethnic group, please give details:
This project will specifically work with Deaf and disabled people: <b>Yes</b>
This project will specifically work with LGBTQI groups: <b>No</b>

This project will specifically work with other groups or communities:

How will you target the groups/communities you have identified? What is your expertise in providing services for these groups?

**We have a track record of providing an inclusive service that brings together people of different cultures and backgrounds. We have activities accessible to people with disabilities and the proposed day centre and minibus will further meet their needs.**

Are there any groups or communities you think your organisation will find hard to include through this project?

**Yes - please specify**

If yes, please specify which groups or communities? Where possible using the categories listed above.

**Men and Asian/Asian British elders have been identified by our monitoring as under-represented among our users.**

If yes, what steps will you take to make your services accessible to and meet the needs of the groups/communities you have identified?

**Our steering group has introduced activities designed to appeal to men, and a men-only session. To reach Asian elders we will hold events celebrating different cultures? festivals, inviting people to contribute and bring friends.**

### 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: **Peter Lalng**

Role within                      **CEO**  
Organisation:

# The City Bridge Trust

## Bridging Divides: Application for a grant



### About your organisation

#### Organisation Details

Name of your organisation: <b>Community Southwark</b>	
If your organisation is part of a larger organisation, what is its name?	
In which London Borough is your organisation based? <b>Southwark</b>	
Contact person: <b>Mr Gordon McCullough</b>	Position: <b>CEO</b>
Website: <b><a href="http://www.communitysouthwark.org">http://www.communitysouthwark.org</a></b>	Social Media Accounts: <b>@cosouthwark</b>
What Quality Marks does your organisation currently hold? <b>IIP, NACVA Quality Standard, PQASSO, NCVO Quality Accredited Volunteer Centre</b>	

#### Legal Status

Legal status of organisation: <b>Registered Charity</b>			
Charity Number: <b>1105835</b>	Company Number: <b>5090324</b>	CIC Number:	Bencom Number:
When was your organisation established? <b>01/04/2008</b>			
<b>Aims of your organisation:</b> To promote any charitable purpose for the benefit of the public and particularly, but not limited to, the public who live and work in the London Borough of Southwark and surrounding London boroughs, including: to advance education, protect health, relieve poverty distress and sickness, promote voluntary work and a volunteer service and to provide facilities for recreation and other leisure time occupation in the interests of social welfare with the aim of improving the conditions of life of the public. To promote the efficiency and effectiveness of voluntary and charitable sector organisations providing health, community care and children's and family services for the benefit of the public and particularly, but not limited to, the public who live and work in the London Borough of Southwark and surrounding London Boroughs, through promoting good practice and partnerships within the voluntary and charitable sector.			

**Main activities of your organisation:**

Community Southwark provides a range of services, such as 1:1 support, training, representation, networking, support for volunteers, and supporting people who want to get more involved in their community.

We build strong foundations for organisations and individuals to make a measurable improvement in the capacity and capabilities of organisations and individuals to deliver the best outcomes in their communities.

We support increased community involvement, participation and influence so that the process of volunteering, getting involved in a community setting or influencing decision makers to become easier, more accessible and valued.

We support greater co-operation and sharing so that there significant changes in how we work together (across and between sectors) in a way that is supportive, non-competitive and focused on outcomes; not budgets.

We aim to increase investment in communities by building new relationships with business and other sectors to create new ways of supporting communities to grow and thrive.

**Your Staff & Volunteers**

Full-time:	Part-time:	Trustee/Board members:	Active volunteers:
<b>17</b>	<b>3</b>	<b>9</b>	<b>15</b>
Do you have a Safeguarding policy? <b>Yes</b>			
<b>Are the following people in your organisation subject to DBS checks?</b>			
Paid Staff <b>Yes</b>	Volunteers <b>Yes</b>	Trustees / Management Committee Members <b>No</b>	

**Property occupied by your organisation**

Is the main property owned, leased or rented by your organisation?	If leased/rented, how long is the outstanding agreement?
<b>Rented</b>	<b>Annual Rental agreement 9mths</b>

**Environmental Impact****What action have you taken in the past year to progress environmentally sustainability principles and practice?**

The building we are based in is used environmental utility providers, we recycle all materials, have moved to the cloud and have created a paperless office.

At Community Southwark we recognise that all our activities have environmental impacts. Our organisation has a role to play in protecting the environment and can make a difference. CS management, staff and volunteers will consider the effects of all our activities on the local and global environment.

## Grant Request

Under which of City Bridge Trust's programmes are you applying?  
**Connecting the Capital**

Which of the programme outcome(s) does your application aim to achieve?  
**Connecting the Capital\Local communities have better, more sustainable, assets (financial, physical, environmental)**

Please describe the purpose of your funding request in one sentence.  
**To accelerate the development of Southwark Giving (SG) to access the time, skills and resources in the borough to unite to tackle disadvantage and inequality.**

When will the funding be required? **03/09/2018**

Is this request to continue work that is currently funded or has been funded in the last year by:

City Bridge Trust?

**No**

Another funder? (If so which)

How much funding are you requesting?

Year 1:  
**£95,000**

Year 2:  
**£96,900**

Year 3:  
**£97,500**

Year 4:  
**£80,000**

Year 5:  
**£75,000**

**Total Requested: £444,400**

### **You and your grant request**

**What, specifically, are you applying for (your project)?**

We're applying for core funding to cover infrastructure and development costs for SG. Specifically:

?Partial salary costs for a full-time leadership role to manage the cross-sector Strategic Partnership Board comprised of businesses, local funders and others; and to liaise with corporate partners and high net worth donors

?A full-time community investment officer to oversee fundraising activities, volunteer programmes and giving network activities, as well as acting as a liaison with the SME and community sector

?A part-time communications and marketing position to promote Southwark Giving, raise its profile and to tell others about its impact and opportunities for involvement

We are also requesting some running costs to cover administration support from Community Southwark (CS), infrastructure development for grant management and skills-based volunteering brokering. CS is well connected with, provides expert support to and collaborates with numerous charities and community groups in the borough to positively influence and bring about change.

## Finance Details

### Organisation Finances

	Year of most recent audited / examined accounts	Current financial year forecast	Next financial year budget
End of financial year date	31/03/2017	31/03/2019	
Grants & donations:	£125,249	£100,500	£0
Earned Income:	£123,600	£85,000	£0
Other income:	£1,013,439	£955,973	£0
<b>Total income:</b>	<b>1,262,288</b>	<b>£1,141,473</b>	<b>£0</b>
Charitable activity costs:	£1,380,856	£1,136,055	£0
Cost of raising funds:	£0	£0	£0
Other costs:	£0	£0	£0
<b>Total expenditure:</b>	<b>£1,310,856</b>	<b>£1,136,055</b>	<b>£0</b>
Free unrestricted reserves held at year end:	£277,984	£120,186	£0

#### What is your organisation's reserves policy?

Total reserves of the charity at the yearend were £244,816: £16,832 represented restricted funds, £50,000 designated funds and £177,984 unrestricted funds. Funds held in this way should be between three and six months running costs. The reserves are needed to meet the working capital requirements of the charity and the trustees are confident that at this level they would be able to continue the current activities of the charity in the event of a drop in funding. The strategy is to develop a risk-based reserves policy that more accurately determines the likelihood and impact of significant changes to funding streams.

For your most recent financial year, what % of your income was from statutory sources?  
**61-70%**

### Organisational changes

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

**Community Southwark restructured in April 2018 as a result of a reduction in funding from statutory sources and tradable activities. A total of five staff were made redundant.**

**What are the changes you hope to achieve?**

We hope to achieve one thing: to develop SG to lead a giving revolution in the borough which tackles local disadvantage and inequality.

Two problems we'll address in Southwark:

1. High levels of inequality. We have identified priority need areas to support people who experience inequality through life transitions to help avoid crisis.
2. Unlocking the great potential for corporate community investment. By creating strategic focus and consistency between the corporate sector and CVS through collaboration we can help create greater impact where it's needed most

By the end of year 5, we envisage:

1. Having more businesses investing money, skills and time to help people through life transitions in Southwark
2. Having enabled community groups to achieve robust social impact in Southwark
3. Having involved local residents to positively contribute to and connect with their local community

**How do you know there's a need for this work?**

In October 2016, through a collaborative model (including CBT funding), we launched an independent report, A Tale of Two Southwarks ? an in-depth research analysis of hidden, unmet and emerging local needs. 130 charities informed our decision to focus on Life Transitions for the next 10-years. Some key statistics:

- ? Southwark's child poverty rate is worse than the England average, with 27.6% aged under 16 living in poverty
- ? Mental health hospital admissions amongst 0-17 year olds in Southwark is higher than the England average (136.1 versus 87.4 per 100,000)
- ? Southwark is higher than the London average (3.2% versus 2.2%) of the proportion of over 50s claiming out-of-work benefits

There are 1200+ charities and 18,000 businesses in Southwark so there's great resource potential and a need to increase joint work targeting local needs. We are well placed to bring the borough together to help tackle key local needs.

**How will the work be delivered - specifically, what will you do?**

We will focus on five specific areas:

1. Broker, build and maintain relationships with businesses with the intention to secure financial investors. The fruit of such relationship development can result in securing in-kind support and additional commitment to community volunteering
2. Support and develop community fundraising and engagement to help raise our profile whilst supporting borough stakeholders to feel ownership of the scheme
3. Develop an investment model to financially invest in communities: i). create opportunities for investors to strategically direct SG; ii). develop opportunities for businesses to volunteer their skills and time
4. Provide VCS influencer events and engagement opportunities
5. Develop (a) meaningful social impact measurement framework(s) to be able to measure SG's social impact in the borough

**Why are you the right organisation to do this work?**

CS creates new ways of supporting communities to grow and thrive. We've proven, strong and trusted links with communities and are an honest broker and collaborator between different sectors in Southwark. We've a person-led approach enabling people to be actively engaged in their communities. Over the past 3 years, we've utilised our position and played the lead role in strategically convening stakeholders borough-wide, such as local funders, Council, charities and businesses. Resulting, with full cross-sector support, in our hosting and developing Southwark Giving.

CS's membership of 600 VCS groups keeps us in touch with need in the borough and inform where we can make a difference. We've brokered conversations with local VCS to understand borough needs, significantly contributed in-kind support and facilitated community volunteering for businesses through their employer supported volunteering programmes.

The expertise and connections of CS strengthen the SG offer and helps embed it in the local community.

**How does your work complement and not duplicate other services within your area?**

Our core principle is collaboration. We exist to support and reinforce high social impact work already being delivered through Southwark's vibrant and diverse VCS. We believe we can have greater impact through more strategic co-production.

By design, SG complements and champions the work of others in the borough. From our outset, we've taken considerable effort ensuring all major borough stakeholders are involved and the concept and priorities of SG is not duplicating others.

We understand we may be perceived as a threat to existing charity-corporate donor relationships. Through clear and transparent communications though we're being received positively and have good ongoing dialogue with existing borough charities.

Our Board has major borough stakeholders around the table and wholly invested in SG ? continuing until FY3. This strong borough-wide collaborative, inclusive and strategic approach is new for the borough and one we passionately believe holds the potential for powerful positive social change.



**How will this proposal meet the Programme Outcome(s) under which you are applying?**

The development of SG will have particularly large impact in two of the Connecting the Capital priorities through the following ways:

- ? Carefully matching business volunteers with VCS organisations through SG to help support capacity building, sustainability and development. This will support civil society organisations borough-wide be more effective and resilient
- ? Increase borough-wide community investment through meaningful and relational cross-sector collaboration
- ? Generate income for a local Fund from business donations, charity partnerships and philanthropic giving
- ? Long term, we anticipate our work, collectively, will help add voice and genuine representation to the groups of which we will be supporting and advocating for

**How will you ensure that your project will hear and represent the views and needs of disadvantaged people and/or diverse communities?**

CS will work with our extensive membership of charities and community groups to intentionally and actively engage with people who experience disadvantage, particularly going through life transitions, to help co-productively design SG (including grantmaking), represent SG and be part of our decision-making. With added capacity this funding will allow and building upon our ongoing dialogue with them, we'll develop stronger relationships with target charities and directly with beneficiaries. For example, CS is a member of the Food Poverty Alliance and is also facilitating a Universal Credit Network. Each provide access to voices of individuals who experience disadvantage and organisations which support them directly. When SG is at a point of achieving impact either through awarding funding or donation of time to volunteer, we will ensure robust evaluation processes are in place which listen to views of people affected by the services in order to judge, and where necessary, adjust impact.

**How does your project engage and empower individuals and/or communities to come together on this issue? Will you be working with people who are particularly excluded?**

SG focuses on empowering people going through life transitions in the borough. We focus on three critical multi-generational points in the life transitions cycle:

1. Children (receiving free school meals) transferring from primary to secondary schools and their families
2. Young people aged 16+ years making life choices ? with particular focus on children in care and care leavers
3. Unemployed adults aged 50+ years seeking to secure employment positively contributing to preparing for healthy retirement

We seek to fully understand issues and challenges for people impacted under each thematic area through extensive community co-production. This is a central tenet of SG. Interventions through SG will be co-designed between charities - experts in their field - and business, residents and community members investing time seeking to make a difference ensuring any investment of money, skills and time is targeted in the most effective way to bring about biggest change.

**Is the focus of your project meeting an already identifiable need (acute or otherwise) or are there elements which are preventative and/or incorporate early action?**

Our Tale of Two Southwarks report identified needs in the borough led us to our priorities around life transitions. Our research found huge numbers of people suffer from problems that are preventable, which include childhood obesity, unemployment, social isolation and violent crime. For us early action is about getting ready for those transitions in life that can present significant challenges for people.

We want to support others to tackle the causes, not the symptoms of these transitions, through focusing on the major transitions at which some are ready to seize opportunity, deal with setbacks and thrive, while others struggle. Traditionally these transitions include retirement, bereavement, the onset of ill health, leaving school or becoming unemployed. SG will focus on helping people be ready in advance, not necessarily access to services provided afterwards, because we think that will have the most significant impact on meeting and reducing hidden needs in Southwark.

**Who might you need to work closely with in delivering this project - whether before, during or afterwards?**

Strategic relationship-based collaboration is integral to our design. We already work with a number of key partners and want to expand our partnership working. Our Board members are:

- ? Businesses ? Norton Rose Fulbright LLP, Womble Bond Dickinson, Gowling WLG
- ? BID ? Team London Bridge
- ? Local Trusts and Foundations ? The Wakefield & Tetley Trust, United St. Saviour's Charity, The Peter Minet Trust
- ? Social enterprise ? GoodPeople
- ? Local authority ? Southwark Council

Additional stakeholders currently involved in SG:

- ? OBE high net worth individual as Southwark Giving Patron
- ? Southwark Business Forum
- ? Growing business in-kind supporters including The Shard
- ? Corporate charity partnerships, e.g. Southwark Business Excellence Awards
- ? Individual residents and employees

Current and future stakeholder engagement:

- ? Public health bodies
- ? Statutory organisations ? e.g. schools
- ? Multi-faith communities
- ? Voluntary and community sector organisations

**Our aim as a funder is to help people move positively between any of the four stages of Surviving, Coping, Adapting and Thriving. For your project at which of these stages will most people begin their journey?**

We advocate the power of the voluntary sector in preventative work and early action. The interventions of SG will work with people at each transition between the stages of surviving, coping and adapting and thriving. Individuals engaging with VCS organisations are likely to be at the stage of transitioning from surviving to coping or coping to adapting. We hope there too will be thriving cohorts, e.g. care leavers, who may wish to give back locally through SG. Our investment in charities supporting these interventions will strengthen this area of work. Additionally, we will design our volunteering interventions to help progress people's journey towards a point where there are adapting and thriving.

All four stages, are relevant to the beneficiaries we will be reaching. Within our life transitions focus, the journey between stages might not be linear but rather iterative before people reach a settled positive state.

**Will there be any elements of this project that will help you or your beneficiaries to reduce your environmental footprint?**

Our work is not specifically concerned with physical assets or infrastructure that could have a large environmental imprint and thus we do not foresee this project creating a negative environmental impact. However, we are keen to practice as environmentally consciously as possible. We will, therefore, build processes into our work with our partner organisations to risk assess any potential negative environmental impact and develop mitigating actions. We too will actively encourage future partners, grantees and supporters to do the same.

We currently strive to work paperless, where possible. Where the use of paper is unavoidable, we already use recycled paper, recycle our own waste and seek to adopt an environmentally efficient procurement process and supply chain. Furthermore, through our strong collaborative approach, we co-produce marketing collateral ? to both minimise potential carbon footprint and reduce financial cost.

**What are the main activities or outputs you want to deliver?**

Create meaningful relationships with borough stakeholders

Year 1: 1:1 meet with 30 businesses; 2 business engagement events; 2 charity engagement events; secure 10 new business supporters; 7 business charity matches for skilled volunteering

Year 2: Increase skilled volunteering matches

Year 3 ? 5: Review activity; expand engagement to individual residents

Develop strategy and action plan to increase community investment.

Year 1: Research new contacts and develop core models of community investment with Board

Year 2: Secure 2 charity partnerships; establish a Givers' Network

Year 3 ? 5: Support Givers' Network; delivery of action plan and fundraising activities from SG supporters

Deliver funding model to support community projects in theme of Life Transitions.

Year 1: Design Fund model; build Fund (donations and fundraising activities)

Year 2: Award grants to up to 5 charities; increase Fund

Year 3 ? 5: Build Fund, deliver grants and evaluate impact in years, 3 to 5.

**What 3 main differences or outcomes do you hope the activities you have described above will achieve?**

To increase investment in communities through financial and non-financial support, including volunteering, to create a strong culture of giving and collaboration locally

An effective and resilient voluntary and community sector supporting vulnerable individuals to make positive life transitions

Improved well-being for people in the borough at risk of suffering disadvantage and inequality by supporting positive life transitions

*This has since been revised - see over!*

## Funding required for the project

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

Expenditure heading	Year 1	Year 2	Year 3	Year 4	Year 5	Total
Salaries and on costs (including recruitment)	99,175	99,156	101,147	101,148	102,159	502,785
Running costs and management (including rent, insurance, HR)	10,500	10,500	11,025	11,025	11,576	54,626
IT service provision/web site	3,500	3,000	2,500	1,000	2,500	10,500
Marketing, venue and events	4,000	3,000	4,000	3,000	4,000	18,000
Professional fees (ie grant giving support, evaluation)	3,000	5,000	5,000	7,500	9,000	29,500
<b>TOTAL:</b>	<b>120,175</b>	<b>120,656</b>	<b>123,672</b>	<b>123,673</b>	<b>129,235</b>	<b>615,411</b>

### What income has already been raised?

Source	Year 1	Year 2	Year 3	Year 4	Year 5	Total
Womble Dickinson LLP	10,000	10,000	10,000	10,000	10,000	50,000
Norton Rose LLP	10,000	10,000	0	0	0	40,000
Team London Bridge (BID)	3,000	3,000	3,000	3,000	3,000	15,000
Community Southwark	2,175	756	3,172	673	1,235	8,011
<b>TOTAL:</b>	<b>25,175</b>	<b>23,756</b>	<b>26,172</b>	<b>13,673</b>	<b>14,235</b>	<b>103,011</b>

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

Source	Year 1	Year 2	Year 3	Year 4	Year 5	Total
Wakefield & Tetley Trust	5,000	0	0	0	0	5,000
Other corporate donors (such as The Shard)	0	0	10,000	30,000	40,000	70,000
<b>TOTAL:</b>	<b>5,000</b>	<b>0</b>	<b>10,000</b>	<b>30,000</b>	<b>40,000</b>	<b>75,000</b>

### How much is requested from the Trust?

<b>Expenditure heading</b>	<b>Year 1</b>	<b>Year 2</b>	<b>Year 3</b>	<b>Year 4</b>	<b>Year 5</b>	<b>Total</b>
Salaries and on costs (Including recruitment)	75,075	75,825	76,583	70,000	65,000	362,483
Running and management costs (Including rent, insurance, HR)	9,925	10,075	11,025	5,000	3,000	39,025
IT service provision/web site	3,500	3,000	2,500	5,000	3,000	11,000
Marketing, venue and events	4,000	3,000	4,000	1,000	1,000	13,000
Professional fees (ie grant giving support, evaluation)	2,500	5,000	3,392	3,000	5,000	18,892
<b>TOTAL:</b>	<b>95,000</b>	<b>96,900</b>	<b>97,500</b>	<b>80,000</b>	<b>75,000</b>	<b>444,400</b>

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

Expenditure heading	Year 1	Year 2	Year 3	Year 4	Year 5	Total
Salaries (Inc on costs)	80850	80850	80850	80850	80850	<b>404250</b>
Running costs (rent etc)	11025	11025	11025	11025	11025	<b>55125</b>
IT/website/CRM	3500	3500	3500	3500	3500	<b>17500</b>
Marketing and promotions	4000	4000	4000	4000	4000	<b>20000</b>
Professional fees	5000	5000	5000	7500	9000	<b>31500</b>
<b>TOTAL:</b>	<b>104375</b>	<b>104375</b>	<b>104375</b>	<b>106875</b>	<b>108375</b>	<b>528375</b>

**What income has already been raised?**

Source	Year 1	Year 2	Year 3	Year 4	Year 5	Total
Norton Rose LLP	10000					<b>10000</b>
Womble Bond Dickinson LLP	15000					<b>15000</b>
Team London Bridge (BID)	3000					<b>3000</b>
Wakefield Tetley	5000					<b>5000</b>
<b>TOTAL:</b>	<b>33000</b>					<b>33000</b>

**Projected funding from other funding partners**

Source	Year 1	Year 2	Year 3	Year 4	Year 5	Total
Peter Minet Trust	10000					<b>10000</b>
United St Saviours	10000					<b>10000</b>
The Shard		10000	15000			<b>25000</b>
Wakefield Tetley	5000*	10000				<b>15000</b>
Womble Bond Dickinson LLP**		15000	15000			<b>30000</b>
Norton Rose LLP		10000	10000			<b>20000</b>
Team London Bridge (BID)		3000				<b>3000</b>
<b>TOTAL:</b>	<b>25000</b>	<b>48000</b>	<b>40000</b>			<b>113000</b>

\*Wakefield Tetley will release a further £5000 if there is support from City Bridge Trust. It is also difficult to project the long-term investment from the three local charitable foundations as they review their contributions annually.

\*\* Norton Rose, Womble Bond Dickinson have both made commitments to multi-year funding beyond Year One. However, at this stage it is difficult to project the value of their contributions but indications are that as Southwark Giving develops and demonstrates its value they will look to increase their investment.

**How much is requested from the Trust?**

Expenditure heading	Year 1	Year 2	Year 3	Year 4	Year 5	Total
Salaries (inc on costs)***	41580	41850	41850	41850	41850	<b>209250</b>
Running costs (rent etc)	11025	11025	11025	11025	11025	<b>55125</b>
IT/website/CRM	3500	3500	3500	3500	3500	<b>17500</b>
Marketing and promotions	4000	4000	4000	4000	4000	<b>20000</b>
Professional fees	5000	5000	5000	5000	5000	<b>25000</b>
<b>TOTAL:</b>	<b>65375</b>	<b>65375</b>	<b>65375</b>	<b>65375</b>	<b>65375</b>	<b>326875</b>

\*\*\* salaries calculated on 0.4 FTE for Community Investment Officer (£34,650 inc on costs) = £13860 & 0.6 FTE for Head of Southwark Giving (£46,200 inc on costs) = £27720





## Who will benefit?

How many people will directly benefit from the grant per year? <b>50</b>
In which Greater London borough(s) or areas of London will your beneficiaries live? <b>Southwark</b>
Does this project specifically target any groups or communities?
This project will specifically work with the following age groups: <b>0-15</b>
This project will specifically work with the following gender groups:
This project will specifically work with the following ethnic groups:
If Other ethnic group, please give details:
This project will specifically work with Deaf and disabled people: <b>No</b>
This project will specifically work with LGBTQI groups: <b>No</b>

This project will specifically work with other groups or communities:

How will you target the groups/communities you have identified? What is your expertise in providing services for these groups?

Are there any groups or communities you think your organisation will find hard to include through this project?

**No**

If yes, please specify which groups or communities? Where possible using the categories listed above.

If yes, what steps will you take to make your services accessible to and meet the needs of the groups/communities you have identified?

### **Declaration**

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

Please confirm: Yes      Full Name: **Gordon McCullough**

Role within                      **CEO**  
Organisation:

# The City Bridge Trust

## Bridging Divides: Application for a grant



### About your organisation

#### Organisation Details

Name of your organisation: <b>Hoxton Health</b>	
If your organisation is part of a larger organisation, what is its name?	
In which London Borough is your organisation based? <b>Hackney</b>	
Contact person: <b>Ms Janet Cobill</b>	Position: <b>Manager</b>
Website: <b><a href="http://hoxtonhealth.org">http://hoxtonhealth.org</a></b>	Social Media Accounts:
What Quality Marks does your organisation currently hold? <b>Investing in Volunteers</b>	

#### Legal Status

Legal status of organisation: <b>Registered Charity</b>			
Charity Number: <b>1127769</b>	Company Number: <b>6766670</b>	CIC Number:	Bencom Number:
When was your organisation established? <b>04/10/1987</b>			
<b>Aims of your organisation:</b> To offer older people advice, education and health interventions that will enable them to live happier, healthier, more active and independent later lives.			

**Main activities of your organisation:**

We work in our clinic at St Leonard's Hospital and in the community at GP surgeries, care and nursing homes and community centres. We provide treatments: Acupuncture, Aromatherapy, Foot Health, Homeopathy, Massage, Osteopathy, Reflexology, Shiatsu Massage.

We run classes: All-body chair-based exercise, Tai Chi, Seated Tai Chi, Slow Line Dancing, Mindfulness

We hold groups: Mindfulness, Healthy Living Groups

**Your Staff & Volunteers**

Full-time:	Part-time:	Trustee/Board members:	Active volunteers:
<b>0</b>	<b>16</b>	<b>7</b>	<b>13</b>
Do you have a Safeguarding policy? <b>Yes</b>			
<b>Are the following people in your organisation subject to DBS checks?</b>			
Paid Staff <b>Yes</b>	Volunteers <b>Yes</b>	Trustees / Management Committee Members <b>Yes</b>	

**Property occupied by your organisation**

Is the main property owned, leased or rented by your organisation?	If leased/rented, how long is the outstanding agreement?
<b>Leased</b>	<b>It is a gift in kind. No limit</b>

**Environmental Impact****What action have you taken in the past year to progress environmentally sustainability principles and practice?**

All staff and volunteers are trained in how to minimise waste.

No staff are allowed to use a car for work purposes.

We do not pay our own energy bills and cannot monitor them as they are part of the hospital.

We have got windows repaired to reduce draughts in all rooms.

We recycle wherever possible.

We have moved to a computer-based booking system. This cuts down on paper.

We encourage service users to use public transport and when they can't Dial a Ride.

## Finance Details

### Organisation Finances

	Year of most recent audited / examined accounts	Current financial year forecast	Next financial year budget
End of financial year date	31/03/2017	31/03/2019	
Grants & donations:	£66,798	£50,495	£0
Earned income:	£114,585	£54,284	£0
Other income:	£2,029	£0	£0
<b>Total income:</b>	<b>£183,412</b>	<b>£104,779</b>	<b>£0</b>
Charitable activity costs:	£179,266	£111,108	£0
Cost of raising funds:	£0	£0	£0
Other costs:	£0	£0	£0
<b>Total expenditure:</b>	<b>£179,266</b>	<b>£111,108</b>	<b>£0</b>
Free unrestricted reserves held at year end:	£50,537	£36,629	£0
<b>What is your organisation's reserves policy?</b> The trustees review their reserve policy periodically and aim to retain an adequate sum to ensure the continuity of activities. This is to ensure that in the event of a significant drop in funding, the charity can continue its current activities while consideration is given to ways in which additional funds can be raised. Accordingly, they have set aside £35,000 of unrestricted reserves as a designated fund. The balance of unrestricted reserves of £7,958 remains in a general fund.			
For your most recent financial year, what % of your income was from statutory sources? <b>1-10%</b>			

### Organisational changes

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

**None**

# Grant Request

**Under which of City Bridge Trust's programmes are you applying?**  
**Connecting the Capital**

**Which of the programme outcome(s) does your application aim to achieve?**  
**Connecting the Capital\Londoners experiencing Inequality or disadvantage have greater wellbeing and independence through improved access to arts, sports and other community facilities and services**

**Please describe the purpose of your funding request in one sentence.**  
**To enable older people to live more independent, full and active lives overcoming the health inequalities that age brings, particularly to those who are disadvantaged because of poverty and disability.**

**When will the funding be required? 02/01/2019**

Is this request to continue work that is currently funded or has been funded in the last year by:

City Bridge Trust?	Another funder? (if so which)
Yes	

**How much funding are you requesting?**

Year 1:	Year 2:	Year 3:	Year 4:	Year 5:
<b>£38,802</b>	<b>£38,802</b>	<b>£0</b>	<b>£0</b>	<b>£0</b>

**Total Requested: £77,604**

## You and your grant request

**What, specifically, are you applying for (your project)?**

Funds to ensure that our service can reach and support more older people are best able to take advantage of what their community specifically and London in general has to offer by

- 1) Funding to subsidise the fees of people over the age of 75 as we have an age-related sliding scale of fees to ensure that people can use the service when they need to rather than when they can afford it.
- 2) Funding for the Volunteer Coordinator to continue to develop the range of services offered by us through volunteers particularly Volunteer Team Leaders

**What are the changes you hope to achieve?**

To make Hoxton Health's volunteer programme more sustainable by recruiting and training a small team of Volunteer Team Leaders who can take part in the recruitment, training and supervision of volunteers.

To improve the health of older people so they can be more active, independent and have a happier healthier life.

To continue and expand our outreach clinics in more care and nursing homes.

To broaden the range of roles and experiences available for volunteers.

**How do you know there's a need for this work?**

1) Ageing has a negative impact on health. Older people carry the biggest burden of non communicable disease. Poor health is directly linked to poverty and Hackney is the second most deprived borough in England. The NSFOP says 'Growing old has been seen to represent a period of increasing dependency as physical strength, stamina and suppleness decline and the individual has to cope with chronic or long term conditions. But ageing and chronic degenerative disease, disability and ill health are not an inevitable consequence of ageing.'

2) We have an ever increasing number of people over the age of 75 coming to use our service. We have an open referral system and receive referrals from Hospital departments as well as the voluntary sector and local GPs. We try to respond to demand.

**How will the work be delivered - specifically, what will you do?**

We will explore health solutions with more than 250 older people each year, and help them address problems to enable them to live healthier, more active and involved lives. We will deliver 2000+ very low cost treatments a year to older people. (Our fees are based on a sliding age-related scale.)

We will work with more than 20 volunteers a year with the aim of meeting their needs and wishes: to provide work experience and a safe and caring environment to build up confidence, to provide challenges, to get experience and learn new skills and for older volunteers to offer a supportive, stimulating and meaningful activity which involves them in social activity and uses their skills increases their confidence and social connections.

We will offer at least 24 people in care homes treatment (sometimes resulting in better sleep, mood and happiness and sometimes is a considerable improvement in their condition).

**Why are you the right organisation to do this work?**

We have expertise in working with a frail and older population and success in improving well being and social interaction. We are the only organisation in Hackney that specialises in health and wellbeing services for older people. We have been doing this since 1987. We have a reputation for delivering high quality, reliable and continuing services. We have experience in delivery of services to older people in a variety of environments from individual's homes, nursing homes to GP practices. We have a robust monitoring system which shows the efficacy of the work we do in increasing well being and activity as well as reducing pain and social isolation. We are flexible and responsive and well connected within our community.

We work to high standards and monitor all service users and have achieved Investing in Volunteers standard.

**How does your work complement and not duplicate other services within your area?**

We work in collaboration and partnership with organisations across City and Hackney and in doing so our aim is to provide as seamless a service as possible. For example, while St Joseph's Hospice is able to offer therapeutic interventions to people in the hospice, they cannot provide services to people who go home to die. We can. We don't duplicate services but we are responsive and able to act quickly.

We take referrals from across the spectrum of service providers in City and Hackney (statutory and voluntary) as well as self referrals and we endeavour to fill gaps in services identified by other agencies, for example the provision of foot health services when this was withdrawn by Age UK.

We are involved in HCVS and have close links with Hackney's Health and Social Care Forum.



**How will this proposal meet the Programme Outcome(s) under which you are applying?**

Older people become more socially isolated and disengaged from their community and what it has to offer through failing health; mental and physical. We will work to improve the health and wellbeing of older people, particularly those affected by disability and poverty. This will enable them to be more independent and active and better able to access community facilities and services and enjoy and take part in what the community has to offer.

The whole thrust of our organisation is to provide opportunities for Better Health in Later Life. This proposal will improve the health and well being and independence of 260 older people per year and give them a greater level of choice in their lives and their activities.

**How will you ensure that your project will hear and represent the views and needs of disadvantaged people and/or diverse communities?**

We monitor all service users to ensure that our results are good and we follow up on service users who don't seem to be getting the benefit we would expect.

We survey service users to ensure that they consider the work we do relevant and of a high standard.

We regularly attend the Older People's Reference Group and consult with members. We respond to our local Joint Strategic Needs Analysis as well as issues raised by older people (foot health and fun exercise for example) and always consider if we are best fitted to provide services. We are open to innovation and we are user led.

We have links with grass roots community organisations and, where it is appropriate, we try to address the issues raised.

**How does your project engage and empower individuals and/or communities to come together on this issue? Will you be working with people who are particularly excluded?**

Through improved health people are better able to come together. We encourage service users to get involved with the Older People's Reference Group, a powerful Hackney mouthpiece.

We have developed a successful programme to work with socially isolated people. Socially excluded groups have a ten fold increase in the likelihood of premature death. Because we have an open referral system and have made provision for services for people who have no ability to pay (as a result of having no income or claim to benefits) we have service users who are drug users, ex offenders/prisoners those with HIV/AIDS.

We have started a foot health programme for people who are street homeless which we anticipate will develop into a broader range of services.

We are developing two classes for Charadi women and Turkish women as a result of Locomotor Services telling us that there is high need and no matching service.

**Is the focus of your project meeting an already identifiable need (acute or otherwise) or are there elements which are preventative and/or incorporate early action?**

Because we are dealing with health primarily, most people come to us with an already identifiable need, generally chronic.

Most come because they are not having the results either they or their GP had hoped from the available pathways. However, our work is not only remedial but both preventative (for example in the case of people with arthritis who are in line for a joint replacement and end up not needing one) and we are able to help people to take early action to ensure that small problems don't escalate into bigger ones, for example for people with pre-diabetes diagnosis we are able to offer information and options and support them to address this through diet and exercise which can mean the difference between no longer being pre diabetic and becoming fully diabetic.

**Who might you need to work closely with in delivering this project - whether before, during or afterwards?**

Volunteer Centre Hackney, Psychological Services and the Refugee Centre for recruitment of volunteers.

The Physiotherapy Team, Pain Clinic, Refugee Centre, Psychological Services, (and other Homerton University Hospital Departments) Salvation Army for referrals to the Hoxton Health.

Sharp End, Age UK and other service providers of services to older people in Hackney for coordination of work.

Hoxton Trust, Wick Award, Kings Park Trust (and other grass root community organisations) as well as the OPRG and our service users about the direction of Hoxton Health.

**Our aim as a funder is to help people move positively between any of the four stages of Surviving, Coping, Adapting and Thriving. For your project at which of these stages will most people begin their journey?**

Most people come to us in the Coping stage and some in Surviving or Only Just Surviving. Our aim is to support people through interventions, education and advice to adapt their lifestyle/choices to get to Thriving and at the very least Adapting. These stages fit in clearly with our Service User Ladder which we use to ensure that service users are getting the most from our services and progressing.

We refute that, although the burden of chronic disease falls more on older people than younger, that that necessarily means that every incident or episode of ill health leads to a long term deterioration in health, a prescription forever and a reduced quality and variety of experience of life, until death. We believe that for the majority of episodes of ill health, even in later life, people should expect support to fully recover.

**Will there be any elements of this project that will help you or your beneficiaries to reduce your environmental footprint?**

Better health usually leads to improved environment footprint.

Because this is the case, by improving their health, wellbeing and mobility of service users we anticipate that they will be able to be more active and able to use public transport more easily, be able to walk more easily, use less fuel to keep warm because they are more active, spend more time together and less heating and lighting their own homes, take fewer medicines and need to go to the GP less often.

**What are the main activities or outputs you want to deliver?**

1255 complementary health treatments for people over the age of 75

Recruitment of 20 volunteers and further development of the roles they play including the recruitment and training of two Volunteer Team Leaders.

Continued work in care and nursing homes providing at least six treatments per week for people living in care and nursing homes.

**What 3 main differences or outcomes do you hope the activities you have described above will achieve?**

Improvement in the quality of life of service users as measured by MYMOPs. Reduction in dependence of painkillers and other medication. Improvement in sleep, activity and pain levels.

Volunteers getting valuable work experience and engaging in meaningful activity. Improvement in social confidence for volunteers with mental health problems and experience for practitioner volunteers wanting to work with older and frail older people. Volunteers, practitioners, service users and staff broadening their social circles, knowledge and interests.

Care home residents having less stress and anxiety and an improvement in quality of sleep, mood and well being as the result of receiving caring physical touch which reduces stress hormones.



## Funding required for the project

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

Expenditure heading	Year 1	Year 2	Year 3	Year 4	Year 5	Total
0.5 Volunteer Coordinator	17170	17170				34340
Manager	9412	9412				18824
Receptionist	1613	1613				3226
Finance Officer	480	480				960
Practitioner costs	22606	22606				45212
Volunteer Expenses	2688	2688				5376
Clinical Supervision	2580	2580				5160
Overheads	3614	3614				7228
<b>TOTAL:</b>	<b>60162</b>	<b>60162</b>				<b>120326</b>

### What income has already been raised?

Source	Year 1	Year 2	Year 3	Year 4	Year 5	Total
User fees	21360	21360				
<b>TOTAL:</b>	<b>21360</b>	<b>21360</b>				<b>42720</b>

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

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

### How much is requested from the Trust?

Expenditure heading	Year 1	Year 2	Year 3	Year 4	Year 5	Total
0.5 Volunteer Coordinator	17170	17170				34340
Manager	9412	9412				18824
Volunteer Expenses	2688	2688				5376
Practitioner costs	9532	9532				19064
<b>TOTAL:</b>	<b>38802</b>	<b>38802</b>				<b>77604</b>



## Who will benefit?

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

**304**

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

**Hackney**

Does this project specifically target any groups or communities?

This project will specifically work with the following age groups:

**65-74**

This project will specifically work with the following gender groups:

This project will specifically work with the following ethnic groups:

If Other ethnic group, please give details:

This project will specifically work with Deaf and disabled people:

**No**

This project will specifically work with LGBTQI groups:

**No**

This project will specifically work with other groups or communities:

How will you target the groups/communities you have identified? What is your expertise in providing services for these groups?

Are there any groups or communities you think your organisation will find hard to include through this project?

**No**

If yes, please specify which groups or communities? Where possible using the categories listed above.

If yes, what steps will you take to make your services accessible to and meet the needs of the groups/communities you have identified?

### **Declaration**

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

Please confirm: Yes      Full Name: **Janet Cobill**

Role within                      **Manager**  
Organisation:



# The City Bridge Trust

## Bridging Divides: Application for a grant



### About your organisation

#### Organisation Details

Name of your organisation:

**Migrant & Refugee Communities Forum**

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:

**Ms. Zrinka Bralo**

Position:

**Executive Director**

Website:

**<http://www.migrantsorganise.org>**

Social Media Accounts:

**@migrantsorg**

What Quality Marks does your organisation currently hold?

**The Advice Quality Standard (AQS) is the quality mark for organisations that provide advice to the public on social welfare issues.**

#### Legal Status

Legal status of organisation: **First Contact**

Charity Number:

**1077116**

Company Number:

**03673737**

CIC Number:

Bencom Number:

When was your organisation established? **01/11/1993**

#### Aims of your organisation:

Migrants Organise is a platform where refugees and migrants organise for power, dignity, and justice. Holistic and intersectional, Migrants Organise works with individuals and communities based on their needs to reduce inequality, eradicate prejudice and facilitate meaningful integration. We strengthen communities through a platform to connect, build common ground, grow power and speak out on issues they identify. We work to ensure that all migrants and refugees are treated with respect and dignity and able to participate fully in their new communities.

We strengthen our communities through leadership development and collaborative, needs-based capacity building including training, advice, mentoring, advocacy and campaigning, whilst building the capacity of individual migrant and refugees leaders and their communities to help themselves to participate meaningfully in society. We connect; support and organise communities to speak out; challenge negative stereotypes; promote the positive contribution of diversity; build alliances to influence narratives around migration; and seek to influence and co-design policies that impact upon their lives.

**Main activities of your organisation:**

Our unique community organising model combines services, advocacy, capacity building, training, alliance building and campaigning.

We work with migrant, refugee and BME organisations to strengthen leadership, voice and participation in civic processes; build alliances with civil society; and co-create/deliver public campaigns tackling the disadvantages they experience while Integrating into London. Our training, mentoring, and platform enables members to organise peers, networks and communities to work together on issues affecting them. Since 2016, we have trained and supported 180 leaders from 30 countries who have participated in numerous local and national strategic actions. This produces resilient and effective community groups who speak out and build alliances to tackle hostile immigration policies.

Via welfare and casework services, legal advice, and mentoring, we also support particularly vulnerable refugees and migrants suffering mental health issues. Mentees attend weekly ESOL classes, psycho-social activities, e.g. the Poetry Group, Football Club, Sewing social enterprise, to reduce isolation, build confidence, grow power, and encourage participation in community initiatives.

**Your Staff & Volunteers**

Full-time:	Part-time:	Trustee/Board members:	Active volunteers:
<b>5</b>	<b>9</b>	<b>10</b>	<b>0</b>
Do you have a Safeguarding policy? <b>Yes</b>			
<b>Are the following people in your organisation subject to DBS checks?</b>			
Paid Staff <b>Yes</b>	Volunteers <b>Yes</b>	Trustees / Management Committee Members <b>No</b>	

**Property occupied by your organisation**

Is the main property owned, leased or rented by your organisation?	If leased/rented, how long is the outstanding agreement?
<b>Leased</b>	<b>2 years</b>

**Environmental Impact****What action have you taken in the past year to progress environmentally sustainability principles and practice?**

Migrants Organise has adopted environmental policy in 2006 and signed up to the 10:10 Initiative and has since used recycled materials and is recycling materials when possible. We have installed water saving devices in toilets and changed all our light bulbs to low energy use. We are now working with Repowering London to raise awareness about their initiative to install solar panels on buildings of community value in North Kensington and create community fund from the additional energy that will be sold back into the grid. In this way we are raising awareness of our members and users of importance of green practices and planning for the future.

## Finance Details

### Organisation Finances

	Year of most recent audited / examined accounts	Current financial year forecast	Next financial year budget
End of financial year date	31/03/2017	31/03/2019	
Grants & donations:	£488,159	£700,775	£0
Earned Income:	£3,160	£5,000	£0
Other income:	£34	£0	£0
<b>Total income:</b>	<b>536,658</b>	<b>£705,775</b>	<b>£0</b>
Charitable activity costs:	£421,441	£688,513	£0
Cost of raising funds:	£0	£26,996	£0
Other costs:	£7,921	£8,000	£0
<b>Total expenditure:</b>	<b>£429,262</b>	<b>£723,509</b>	<b>£0</b>
Free unrestricted reserves held at year end:	£83,731	£65,997	£0

#### What is your organisation's reserves policy?

Migrants Organise reserves policy is to maintain an unrestricted funds to cover core organisational expenditure for three months. Based on 2016/17, the target reserve is £107,300. At 31st March 2017, the unrestricted reserves were £83,731.

The reserves policy is designed to meet contractual liabilities should the organisation have to close, including redundancy pay and creditors etc.; meet unexpected costs, such as staff cover in case of illness and ensure continuity in providing services (by minimising recruitment, staff training, and avoiding the need for redundancies caused by short term lack of funding).

For your most recent financial year, what % of your income was from statutory sources?  
**21-30%**

### Organisational changes

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

**N/A**

## Grant Request

**Under which of City Bridge Trust's programmes are you applying?**  
**Connecting the Capital**

**Which of the programme outcome(s) does your application aim to achieve?**  
**Connecting the Capital\Civil society organisations are more effective and resilient**

**Please describe the purpose of your funding request in one sentence.**  
**To provide organising and leadership development training and platform to marginalised migrant&refugee communities, to develop resilient and effective groups, to speak out, build alliances and influence decisions about their lives.**

**When will the funding be required? 01/09/2018**

**Is this request to continue work that is currently funded or has been funded in the last year by:**

## City Bridge Trust?

### No

**Another funder? (If so which)**  
**Trust for London**

**How much funding are you requesting?**

**Year 1:**  
**£59,995**

**Year 2:**  
**£57,065**

**Year 3:**  
**£59,800**

**Year 4:**  
**£62,382**

**Year 5:**  
**£65,011**

**Total Requested: £304,253**

## You and your grant request

**What, specifically, are you applying for (your project)?**

We are applying for funding so we can deliver training and capacity building, using our unique organising methodology, in order to:

- a) strengthen marginalised migrant and refugee groups in London;
- b) increase their effectiveness in supporting vulnerable members to address immediate needs;
- c) build leadership and connect groups, building common ground to collaborate on solutions;
- d) develop skills and provide opportunities to speak out and build a voice that is heard;
- e) support collaboration across civil society to strengthen infrastructure and capacity for meaningful participation in decision making, leading to meaningful economic and social integration;
- f) contribute to changing the negative narrative about immigration, challenging prejudice and building a more cohesive, just and inclusive London.

The funding would go towards the key posts that will be responsible for delivering the training; for mentoring and organising toolkit; organising and developing campaigns; and towards the costs of associated activities.

**What are the changes you hope to achieve?**

Our aim is to enable migrant and refugee community organisations to provide efficient services to their communities for improved sustainability and self-sufficiency;

to take an active role in establishing constructive independent partnerships; and to participate in public life, speak out and influence change of their circumstances and perceptions of immigrants.

We want to help develop articulate community leaders who will represent their communities with legitimacy, in an accountable way. We hope that marginalised communities will be able to adopt a shared framework for organising and positive change which is built on the premise 'nothing about us, without us'.

We hope that the resultant increase in skills, confidence, shared aims and partnership will lead to stronger communities capable of advocating and campaigning on their own behalf to reshape policies, practices and core societal values, moving them away from prejudice and instead towards a more inclusive and equal society.

**How do you know there's a need for this work?**

Migrants Organise has been working with migrants and refugees for 25 years. Our work is deeply rooted in the urgent needs of our communities. In the past four years we have transitioned towards a community organising methodology, which is relational and needs based. The main feature of this approach is listening and relationship building, beyond one-off consultation. The need we identified through these listening processes is for long-term, proactive, pragmatic co-production with communities so that they can articulate their needs and design local actions that lead to systemic change.

In the past two years the policy environment in which we operate has become increasingly hostile, public perception and attitudes towards immigrants have hardened, and public services have become increasingly inaccessible for marginalised groups. This is exacerbated by funding cuts in public and voluntary sector. The scale of the problem can only be addressed through long-term organised leadership and alliance building.

**How will the work be delivered - specifically, what will you do?**

Migrants Organise will

- a) deliver community organising training for migrant and refugee groups, through which we will identify the key problems and wider issues for each group and work with them to co-design solutions;
- b) design and organise public actions on issues identified;
- c) provide a platform for individual groups and leaders to come together around issues and localities;
- d) facilitate their listening exercises so that they can represent diverse, intersectional perspectives with accountability and legitimacy;
- e) build alliances between migrant and refugee groups and other civil society groups;
- f) connect them with wider campaigns and movements for long-term change and support them to design solutions and take actions;
- g) provide one-to-one mentoring for leaders and work with them on strengthening their skills as well as their organisations; and h) platform and celebrate their work in the media and build their capacity for participation and constructive, pro-active involvement with decision-makers.

**Why are you the right organisation to do this work?**

In addition to 25 years of grassroots service delivery, capacity building, advocacy, and campaigning for dignity and justice, Migrants Organise is a learning organisation. We have already piloted this work in London and have used local and snap elections in 2014, 2016 and 2017 to listen to, develop and organise leaders and communities.

We have extensive networks and partnerships in the voluntary and public sector and have successfully worked in partnership with communities, local authorities, the NHS and Mayor of London.

We have delivered training to 180 refugee and migrant leaders and work with and learn from our colleagues in the US where migrant organising has been successful for decades. In the past year we have tested this approach in five UK regions but without resources we have only been able to implement it in London, through our work in North Kensington in the aftermath of the Grenfell Tower tragedy.

**How does your work complement and not duplicate other services within your area?**

The need for our work is immense and we can only be effective by utilising existing resources and collaborating with other organisations.

The foundation of our organising methodology is to map out existing services and develop alliances with groups where and when we can add value. Last year alone, we worked in partnership with Medact, Doctors of the World, Global Justice Now, Liberty, JCWI, Let Us Learn, GLA, Muslim Council of Britain, Churches Together, Ben and Jerry Foundation, Women for Refugee Women, Sponsor Refugees, amongst many others.

Our work with migrant and refugee communities starts with listening and analysing the problems that they identify, which incorporates mapping of key allies and what they are already doing so that we can avoid duplication of effort. This is the key principle of our work - to connect - and it also relates to the second core principle ? to build common ground.

**How will this proposal meet the Programme Outcome(s) under which you are applying?**

**1. Civil society organisations are more effective and resilient**

Through provision of organising training, mentoring and infrastructure for service delivery, and partnership working, we will develop the capacity of migrant and refugee leaders and community groups to grow their power, speak out, act, and build alliances for long term effective, resilient participation. By supporting them to learn new skills and adopting an organising framework we will set up foundations for the future development of social capital and shared responsibility within communities, and increase their resilience.

**2. Londoners experiencing inequality or disadvantage are better heard and represented leading to better decision-making.**

By developing their skills to listen and speak out as well as by providing a platform for their voices to be heard in a pragmatic and constructive manner, we will increase the capacity of migrant leaders and communities to participate as a part of the solution, not as victims.

**How will you ensure that your project will hear and represent the views and needs of disadvantaged people and/or diverse communities?**

As a grassroots organisation, we don't have users or clients. Instead we have members ? migrants and refugees - and they are at the heart of our governance, service design and our advocacy and campaigning.

Through organising we have developed mechanisms of listening to communal concerns which are then built into our training, mapping and relational one-to-one meetings.

Our starting point is always where our members are and we co-design the road map of what they need in order to get where they need to get to.

This is a much slower, process-driven method but it helps us build trust and work on long-term solutions to the long-term challenges of social inclusion and integration. We record what we hear in a systematic way through regular narrative reports by staff and by using the CIVI content management system so that we can share information internally and learn from each other.

**How does your project engage and empower individuals and/or communities to come together on this issue? Will you be working with people who are particularly excluded?**

The main target group of our organising programme are disadvantaged migrant and refugee communities in London.

The proposed training will provide them with a better understanding of the context, help them define their challenges and design solutions in which they can participate.

They will also receive training and one-to-one support to empower them to speak out as well as ongoing support to enable them to build their confidence.

In addition to these leadership skills, we will provide information about policy changes and the working of the system and institutions they will be engaging with, as many of them in our experience do not always have a good working knowledge of how decision-making structures and systems work and how they can influence them. Language and other complex needs are also a barrier for engagement and that is why we provide tailor made services and support through advice and mentoring service.

**Is the focus of your project meeting an already identifiable need (acute or otherwise) or are there elements which are preventative and/or incorporate early action?**

Migrants and refugees experience complex needs at different stages of their life in the UK. We have seen how some of the good work in advocacy and awareness-raising has been lost in the past decade as the voluntary sector as well as public services have experienced a loss of funding and capacity to deliver.

The most pressing need at the moment is the impact of the government's hostile environment policy and its implementation in public services. The general confusion about entitlements and rights, as seen with the recent Windrush scandal, requires communities and leaders to be better organised and able to support their members and to work with service providers to ensure equality in access and capacity to navigate complex changes. Some early action is done around EU citizens rights and the impact of Brexit but the overall policy climate is volatile and requires an increase in capacity amongst communities.

**Who might you need to work closely with in delivering this project - whether before, during or afterwards?**

The key partners in the delivery of this work are migrant and refugee leaders and community groups. We will also be working closely with other voluntary and advocacy organisations (Liberty, Medact, JCWI, Global Justice Now, MRN, Women for Refugee Women etc.).

We also want to expand alliance building and work with local residents' associations which are supporting migrants and refugees, such as the Welcome Committees we have developed in several London boroughs in the past three years. We are working with schools, faith institutions, trade unions, and public sector organisations on shared interests. In some local authorities we have established good working relationships with statutory bodies, especially social services, community engagement teams and CCGs as well as with local elected representatives.

We also have good working relationships with the Mayor of London and various teams working on inclusion and integration of Londoners.

**Our aim as a funder is to help people move positively between any of the four stages of Surviving, Coping, Adapting and Thriving. For your project at which of these stages will most people begin their journey?**

The majority of our members and community leaders will be starting at the stage of Surviving and Coping. Our mid-term aim is to get them to the stage of Adapting and Thriving.

An example of our many previous successes in this regard is that of a refugee woman from Sudan who approached us in 2015 following a fire in the home she shared with her disabled parents. After receiving initial case work support from us to help her get adequate housing, she went on to participate in our 9-month leadership academy and we also supported her to further develop her skills via attendance at an international training course we were delivering with US and EU partners in Germany. Following the Grenfell fire, she provided immediate assistance to the local community; founded her own organisation; and she stood as a candidate in local elections in May this year.



**Will there be any elements of this project that will help you or your beneficiaries to reduce your environmental footprint?**

We have already established good links with the environmental movement and have been learning from their campaigning and advocacy strategies. We are hoping that by developing these links we can also cross-fertilise some of the green practices that emerging organisations can adopt. In addition to awareness, budget is an issue. We are now working with Repowering London to install solar panels on buildings of community value in North Kensington and to create a community fund from the additional energy that will be sold back into the grid. In this way we are raising the awareness of our members and users of the Importance of green practices and planning for the future and by organising them, they will be more able to take part and benefit from similar environmental initiatives.

**What are the main activities or outputs you want to deliver?**

Training - To provide tailor-made participatory training sessions for 10 migrant and refugee community groups per year on listening, speaking out, relationship building, problem/issue analysis, power analysis, alliance building, action planning and organised participation in decision making ? all focused on issues of inclusion and representation identified by them.

Mentoring ? Provide intensive one-to-one mentoring for 10 community leaders per year to develop their capacity to speak out, organise, campaign and develop other leaders. Support leaders to develop 5 members of their communities, to share learning and ensure an increase in capacity, resilience and sustainability of participation and representation.

Alliance building ? work with civil society/voluntary sector organisations (10 per year) to build intersectional alliances. This will foster more cohesive and integrated co-production between migrants and refugees and civil society and ensure meaningful and equal inclusion of migrants and refugees in public campaigns and actions on issues affecting them.

**What 3 main differences or outcomes do you hope the activities you have described above will achieve?**

Migrant and refugee community groups (10 per year, 50 over five years) have increased ability to organise and identify urgent issues. Migrant and refugee communities have increased confidence to speak out, enter closed power spaces to effectively represent their issues, participate in decision making, and be part of a solution.

Migrant&refugee community leaders feel more confident to organise and effectively participate in decision-making affecting their lives (10 leaders per year ? 50 over five years).

Migrant&refugee community leaders mentor and share knowledge and responsibility with 5 members of their communities (all feel less isolated and stigmatised, more representative and legitimate).

10 migrant and refugee communities per year have a better opportunity to impact upon on decision-making thanks to the formation of alliances with 10 civil society groups. Mainstream civil society groups have increased awareness of migrant and refugee issues and provide platforms for meaningful representation and inclusion of these communities.



## Funding required for the project

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

Expenditure heading	Year 1	Year 2	Year 3	Year 4	Year 5	Total
CEO/Trainer/Organiser	67,490	69,515	71,600	73,748	75,961	358,314
Advocacy&Campaigns Officer/Trainer/Organiser	45,390	46,752	48,154	49,599	51,087	240,982
Communications Co-ordinator/Trainer	43,062	44,354	45,684	47,055	48,467	228,622
Engagement Officer/Trainer/Organiser	34,449	35,482	36,547	37,643	38,773	182,894
London Community Organiser/Trainer	38,295	39,444	40,627	41,846	43,101	203,313
Organising and Mentoring Toolkit	10,000	4,000	4,000	4,000	4,000	26,000
Training and Meeting Room Hire	3,000	3,500	4,000	4,200	4,500	19,200
Volunteer/Trainee Travel Costs	2,000	3,000	3,500	4,000	4,500	17,000
Rent, Rates and other overheads	53,526	55,132	56,786	58,489	60,244	284,177
<b>TOTAL:</b>	<b>297,212</b>	<b>301,178</b>	<b>310,899</b>	<b>320,581</b>	<b>330,632</b>	<b>1,560,502</b>

### What income has already been raised?

Source	Year 1	Year 2	Year 3	Year 4	Year 5	Total
JRCT/AB Charitable Trust	53,000	53,000	20,000	20,000	20,000	166,000
RBKC	57,000	57,000	57,000	57,000	57,000	285,000
The Esmée Fairbairn Foundation/Migration Exchange	58,000	0	0	0	0	58,000
London Funders/Paul Hamlyn Foundation	100,000	0	0	0	0	100,000
<b>TOTAL:</b>	<b>268,000</b>	<b>110,000</b>	<b>77,000</b>	<b>77,000</b>	<b>77,000</b>	<b>609,000</b>

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

Source	Year 1	Year 2	Year 3	Year 4	Year 5	Total
Unbound Philanthropy	0	50,000	500,000	50,000	0	150,000
JRCT	0	0	33,000	33,000	33,000	99,000
Reaching Communities	0	60,000	60,000	60,000	60,000	240,000
Tudor Trust	0	30,000	30,000	30,000	0	90,000
<b>TOTAL:</b>	<b>0</b>	<b>140,000</b>	<b>173,000</b>	<b>173,000</b>	<b>93,000</b>	<b>579,000</b>

### How much is requested from the Trust?

<b>Expenditure heading</b>	<b>Year 1</b>	<b>Year 2</b>	<b>Year 3</b>	<b>Year 4</b>	<b>Year 5</b>	<b>Total</b>
CEO/Trainer/Organiser	26,996	27,806	28,640	29,499	30,384	143,326
Advocacy&Campaigns Officer/Trainer/Organiser	9,078	9,759	10,460	11,183	11,927	52,406
Organising and Mentoring Toolkit	10,000	4,000	4,000	11,183	11,927	26,000
Training and Meeting Room Hire	3,000	3,500	4,000	4,200	4,500	19,200
Volunteer/Trainee Travel Costs	2,000	3,000	3,500	4,000	4,500	17,000
Rent, Rates and other overheads	8,921	9,000	9,200	9,500	9,700	46,321
<b>TOTAL:</b>	<b>59,995</b>	<b>57,065</b>	<b>59,800</b>	<b>62,382</b>	<b>65,011</b>	<b>304,253</b>

## Who will benefit?

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

**50**

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

**London-wide**

Does this project specifically target any groups or communities?

This project will specifically work with the following age groups:

**16-24**

This project will specifically work with the following gender groups:

This project will specifically work with the following ethnic groups:

**Mixed / Multiple ethnic groups**

If Other ethnic group, please give details:

**Migrants**

This project will specifically work with Deaf and disabled people:

**No**

This project will specifically work with LGBTQI groups:

**No**

This project will specifically work with other groups or communities:

How will you target the groups/communities you have identified? What is your expertise in providing services for these groups?

**Migrants Organise already has links and works with 40 community groups across London. We will use outreach and through our existing organising and campaigning work and networks we will reach out to new members.**

Are there any groups or communities you think your organisation will find hard to include through this project?

**Yes - please specify**

If yes, please specify which groups or communities? Where possible using the categories listed above.

**people who don't speak English very well yet and people suffering from multiple disadvantages such as trauma and destitution.**

If yes, what steps will you take to make your services accessible to and meet the needs of the groups/communities you have identified?

**to provide advice and psycho-social activities to help them to reach the stage of resilience necessary for organising and participation.**

### **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: **Zrinka Bralo**

Role within                      **Chief Executive**  
Organisation:

# The City Bridge Trust

## Bridging Divides: Application for a grant



### About your organisation

#### Organisation Details

Name of your organisation: <b>Museum of Brands, Packaging and Advertising</b>	
If your organisation is part of a larger organisation, what is its name?	
In which London Borough is your organisation based? <b>Kensington &amp; Chelsea</b>	
Contact person: <b>Ms Anna Terry</b>	Position: <b>Development &amp; Commercial Director</b>
Website: <b>http://www.museumofbrands.com</b>	Social Media Accounts: <b>@MuseumofBrands</b> <b>www.facebook.com/MuseumofBrands</b>
What Quality Marks does your organisation currently hold? <b>None but working towards Museum Accreditation</b>	

#### Legal Status

Legal status of organisation: <b>Registered Charity</b>			
Charity Number: <b>1093538</b>	Company Number: <b>4402961</b>	CIC Number:	Bencom Number:
When was your organisation established? <b>25/08/2002</b>			
<b>Aims of your organisation:</b> Our main objectives are to: ? Advance education in the subject areas relevant to the Museum ? Increase access to learning experiences for wider audiences ? Maintain and preserve the heritage represented by this Museum ? Improve quality of life and increase social inclusion through access to the arts Our objectives for 2018 are to: ? Fulfill the potential of our new building achieving 57,000 visitors and a turnover of £1.2m, resulting in a small surplus ? Rebrand the Museum including a new visual identify and a clarified vision and mission ? Deliver high quality learning experiences to 30,000 learners including 23,000 formal learners (schools & students) ? Launch new programmes including PGCert Packaging, dementia service and corporate membership scheme.			

**Main activities of your organisation:**

- ? Public access to 15,000 original objects seven days per week
- ? Active collecting policy to capture today's branded products (70 new items per week)
- ? Temporary exhibitions, lectures and professional development programme
- ? Volunteering programme including learning, marketing, front of house, administration and gardening
- ? School sessions e.g. Packaging Design, Consumer History, Branding & Intellectual Property
- ? Higher Education sessions e.g. Business Studies, Communication Strategy, Advertising, Marketing
- ? Family programme including discovery trails and seasonal creative activities
- ? Reminiscence programme including outreach sessions
- ? Location for professional events e.g. brand and marketing workshops, press & product launches
- ? Publishing arm for ten books based on the collection
- ? Visitor services including an award-winning shop and new garden café

**Your Staff & Volunteers**

Full-time:	Part-time:	Trustee/Board members:	Active volunteers:
<b>6</b>	<b>9</b>	<b>6</b>	<b>25</b>
Do you have a Safeguarding policy? <b>Yes</b>			
<b>Are the following people in your organisation subject to DBS checks?</b>			
Paid Staff <b>Yes</b>	Volunteers <b>No</b>	Trustees / Management Committee Members <b>No</b>	

**Property occupied by your organisation**

Is the main property owned, leased or rented by your organisation?	If leased/rented, how long is the outstanding agreement?
<b>Leased</b>	<b>17 years</b>

**Environmental Impact****What action have you taken in the past year to progress environmentally sustainability principles and practice?**

- ? We work to an environmental sustainability policy that has been reviewed within the last year:  
[http://www.museumofbrands.com/\\_assets/MuseumOfBrands\\_EnvironmentalSustainabilityPolicy.pdf](http://www.museumofbrands.com/_assets/MuseumOfBrands_EnvironmentalSustainabilityPolicy.pdf)
- ? Energy suppliers are reviewed yearly, our current electricity package is 37% from renewable sources (against UK average 24%)
- ? Following London Museums Group training we now allow wider temperature fluctuation in exhibition areas, reducing energy use
- ? Our events team monitor food waste and give any surplus to local food charities
- ? Team-members are encouraged to adopt paper-free working
- ? Visitors, clients and learning groups are strongly encouraged to reach us by public transport
- ? Use of ethical suppliers whenever possible e.g. <http://www.belu.org/> for bottled water for 200+ events each year



## Finance Details

### Organisation Finances

	Year of most recent audited / examined accounts	Current financial year forecast	Next financial year budget
End of financial year date	31/12/2017	31/12/2018	
Grants & donations:	£340,000	£344,500	£0
Earned income:	£238,728	£303,138	£0
Other income:	£426,475	£538,343	£0
<b>Total income:</b>	<b>1,005,203</b>	<b>£1,185,981</b>	<b>£0</b>
Charitable activity costs:	£791,437	£862,314	£0
Cost of raising funds:	£23,160	£10,000	£0
Other costs:	£180,026	£225,156	£0
<b>Total expenditure:</b>	<b>£994,623</b>	<b>£1,097,470</b>	<b>£0</b>
Free unrestricted reserves held at year end:	£197,099	£269,896	£0
<b>What is your organisation's reserves policy?</b> Our trustees have agreed a minimum reserve that should cover 6 months of operational costs, as of December 2017 that was £386,000. Currently our reserves cover 3 months of operational costs. This is because (as planned) we put some of our reserves towards our £1.6m relocation project which finished in 2016. We aim to return our reserves to our agreed minimum within 2 to 3 years.			
For your most recent financial year, what % of your income was from statutory sources? <b>0%</b>			

### Organisational changes

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

**None**

## Grant Request

Under which of City Bridge Trust's programmes are you applying?  
**Connecting the Capital**

Which of the programme outcome(s) does your application aim to achieve?  
**Connecting the Capital\Londoners experiencing Inequality or disadvantage have greater wellbeing and Independence through improved access to arts, sports and other community facilities and services**

Please describe the purpose of your funding request in one sentence.  
**Brand Memories explores the power of household products to stimulate responses and Ideas, improving well-being and quality of life for dementia sufferers and older Londoners.**

When will the funding be required? **03/12/2018**

Is this request to continue work that is currently funded or has been funded in the last year by:

City Bridge Trust?

Another funder? (if so which)

**No**

How much funding are you requesting?

Year 1:  
**£42,000**

Year 2:  
**£38,000**

Year 3:  
**£0**

Year 4:  
**£0**

Year 5:  
**£0**

**Total Requested: £80,000**

### **You and your grant request**

**What, specifically, are you applying for (your project)?**

We are applying for revenue support for our new project Brand Memories, which aims to harness the evocative power of our brand heritage collection to engage and stimulate active minds for dementia sufferers and older Londoners. Through creative, multi-sensory sessions, we will have a positive impact on the mental well-being of this audience. We will look at the wider field of age-related health including prevention, higher education and, with an academic partner, explore the potential of brands as a therapy tool. We will achieve ambitious audience numbers by creating and marketing appealing products and training professionals across greater London to use our brand memory packs in outreach sessions in care homes and similar. Staff and volunteers will gain expertise in this specialist field. Through the learning and build of this two-year project we will establish a permanent, innovative and impactful dementia offer at the Museum of Brands.

**What are the changes you hope to achieve?**

- Participants will tell us their knowledge and ideas are valued. People will change their views on dementia and its treatment. Others will take responsibility for their long-term health.
- Well-being Measures will show positive impact on participants' mental well-being, tracking emotions (active, happiness, enthusiasm) pre and post sessions, and after repeat sessions.
- Volunteers will gain skills and confidence, progressing to new opportunities including study and paid roles.
- Our project will have a positive impact on how people feel about their area. People of different backgrounds will feel this Museum responds to their needs, and gain a greater sense of ownership and cohesion.
- More people will access the collection including a high proportion of hard to reach audiences, reducing social isolation. Many will recommend us and/or engage in future.
- This new department will increase the scope of the Museum's offer, with future potential for nationwide reach.

**How do you know there's a need for this work?**

- Three funders have asked us to explore dementia, with successful subsequent projects. This reflects rising societal awareness of age-related health.
- 64,600 Londoners have dementia. We believe museums must redress our balance of provision; valuing this audience as we do formal learning e.g. schools.
- 67% of people with dementia do not feel part of their community (Alzheimer's Society). Having recently moved to a new location, we have an important role to play for our diverse local communities.
- We appeal to older audiences: 13% of our visitors are 65+. We are repeatedly asked to deliver sessions to those who cannot visit in person.
- Previous projects have had great take-up and feedback, with participants asking for services to continue and expand.
- Care UK's 'Easy as ABC' care guide confirms that advertising and brands are very useful tools in reminiscence therapy activities: this needs to be investigated.

**How will the work be delivered - specifically, what will you do?**

We will recruit a skilled team. A website and campaign will attract 75 elderly care professionals who will be trained to use brand memory packs to deliver 270 outreach sessions to 5,400 participants at care homes and similar. We will run ten training days and 40 memory sessions for 900 people at the Museum. 400 people will attend five carer talks and 2000 people will use brand resources at home. Four team members will train in dementia provision and creating apps. 15,500 senior visitors will use a new memory trail. Two intergenerational 'Brand Challenge' apps will engage 650 families. 300 HE students will use a new Dementia Studies resource. Professional talks on memory training and lifestyle will explore prevention. 25 volunteers will give 100 days, gaining new skills. With a London-based academic partner, we aim to qualify our experience of brands as an effective tool for treatment of dementia.

**Why are you the right organisation to do this work?**

- We have run three successful projects in this field. A two-year Heritage Lottery Fund project engaged 820 Londoners in reminiscence sessions. Arts 4 Dementia tasked us to devise an advertising course for early onset sufferers. Our local borough funded multi-sensory loan boxes that engaged 800 care home residents.
- The nature of our collection is particularly immersive: these familiar objects have a powerful ability to evoke places, people and events.
- We have learned lessons from the past twelve years. This audience benefits from gaining new ideas and skills, with reminiscence as stimulus not focus. The museum itself is not always a feasible or conducive learning environment. Participants benefit from the familiarity of multiple sessions. Training is essential: 15 team members have attended Dementia Friends courses
- We deliver good value for money. Through a £45,000 project with the John Lyon's Charity we have worked with 10,070 young Londoners.

**How does your work complement and not duplicate other services within your area?**

Our project is outward-facing: we will offer new products that existing services in our area and beyond can use to help deliver their own programmes. We aim to use local and London-wide networks to reach dementia audiences, offering training and resources for professionals working in this field and outreach sessions in local care homes and similar. The products we develop for carers and families to use independently will be signposted by other relevant services as useful tools in dementia therapy. We are pleased to see other museums offering services for these audiences as each of us has unique collection as our starting point, creating different experiences. We hope and expect project participants will feel empowered to access more arts and heritage in future. The provision by arts organisations in greater London is limited overall: we will share our experiences with our sector in the hope that more services are created.

## Finance Details

### Organisation Finances

	Year of most recent audited / examined accounts	Current financial year forecast	Next financial year budget
End of financial year date	31/12/2017	31/12/2018	
Grants & donations:	£340,000	£344,500	£0
Earned Income:	£238,728	£303,138	£0
Other income:	£426,475	£538,343	£0
<b>Total income:</b>	<b>1,005,203</b>	<b>£1,185,981</b>	<b>£0</b>
Charitable activity costs:	£791,437	£862,314	£0
Cost of raising funds:	£23,160	£10,000	£0
Other costs:	£180,026	£225,156	£0
<b>Total expenditure:</b>	<b>£994,623</b>	<b>£1,097,470</b>	<b>£0</b>
Free unrestricted reserves held at year end:	£197,099	£269,896	£0
<b>What is your organisation's reserves policy?</b> Our trustees have agreed a minimum reserve that should cover 6 months of operational costs, as of December 2017 that was £386,000. Currently our reserves cover 3 months of operational costs. This is because (as planned) we put some of our reserves towards our £1.6m relocation project which finished in 2016. We aim to return our reserves to our agreed minimum within 2 to 3 years.			
For your most recent financial year, what % of your income was from statutory sources? <b>0%</b>			

### Organisational changes

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

**None**

## Grant Request

Under which of City Bridge Trust's programmes are you applying? <b>Connecting the Capital</b>														
Which of the programme outcome(s) does your application aim to achieve? <b>Connecting the Capital\Londoners experiencing inequality or disadvantage have greater wellbeing and independence through improved access to arts, sports and other community facilities and services</b>														
Please describe the purpose of your funding request in one sentence. <b>Brand Memories explores the power of household products to stimulate responses and ideas, improving well-being and quality of life for dementia sufferers and older Londoners.</b>														
When will the funding be required? <b>03/12/2018</b>														
Is this request to continue work that is currently funded or has been funded in the last year by: City Bridge Trust? <span style="float: right;">Another funder? (if so which)</span> <b>No</b>														
How much funding are you requesting? <table style="width: 100%; border: none;"> <tr> <td style="width: 20%;">Year 1:</td> <td style="width: 20%;">Year 2:</td> <td style="width: 20%;">Year 3:</td> <td style="width: 20%;">Year 4:</td> <td style="width: 20%;">Year 5:</td> </tr> <tr> <td><b>£42,000</b></td> <td><b>£38,000</b></td> <td><b>£0</b></td> <td><b>£0</b></td> <td><b>£0</b></td> </tr> </table> <p style="text-align: center; margin-top: 10px;"><b>Total Requested: £80,000</b></p>					Year 1:	Year 2:	Year 3:	Year 4:	Year 5:	<b>£42,000</b>	<b>£38,000</b>	<b>£0</b>	<b>£0</b>	<b>£0</b>
Year 1:	Year 2:	Year 3:	Year 4:	Year 5:										
<b>£42,000</b>	<b>£38,000</b>	<b>£0</b>	<b>£0</b>	<b>£0</b>										

### You and your grant request

#### What, specifically, are you applying for (your project)?

We are applying for revenue support for our new project Brand Memories, which aims to harness the evocative power of our brand heritage collection to engage and stimulate active minds for dementia sufferers and older Londoners. Through creative, multi-sensory sessions, we will have a positive impact on the mental well-being of this audience. We will look at the wider field of age-related health including prevention, higher education and, with an academic partner, explore the potential of brands as a therapy tool. We will achieve ambitious audience numbers by creating and marketing appealing products and training professionals across greater London to use our brand memory packs in outreach sessions in care homes and similar. Staff and volunteers will gain expertise in this specialist field. Through the learning and build of this two-year project we will establish a permanent, innovative and impactful dementia offer at the Museum of Brands.

**What are the changes you hope to achieve?**

- Participants will tell us their knowledge and ideas are valued. People will change their views on dementia and its treatment. Others will take responsibility for their long-term health.
- Well-being Measures will show positive impact on participants' mental well-being, tracking emotions (active, happiness, enthusiasm) pre and post sessions, and after repeat sessions.
- Volunteers will gain skills and confidence, progressing to new opportunities including study and paid roles.
- Our project will have a positive impact on how people feel about their area. People of different backgrounds will feel this Museum responds to their needs, and gain a greater sense of ownership and cohesion.
- More people will access the collection including a high proportion of hard to reach audiences, reducing social isolation. Many will recommend us and/or engage in future.
- This new department will increase the scope of the Museum's offer, with future potential for nationwide reach.

**How do you know there's a need for this work?**

- Three funders have asked us to explore dementia, with successful subsequent projects. This reflects rising societal awareness of age-related health.
- 64,600 Londoners have dementia. We believe museums must redress our balance of provision; valuing this audience as we do formal learning e.g. schools.
- 67% of people with dementia do not feel part of their community (Alzheimer's Society). Having recently moved to a new location, we have an important role to play for our diverse local communities.
- We appeal to older audiences: 13% of our visitors are 65+. We are repeatedly asked to deliver sessions to those who cannot visit in person.
- Previous projects have had great take-up and feedback, with participants asking for services to continue and expand.
- Care UK's 'Easy as ABC' care guide confirms that advertising and brands are very useful tools in reminiscence therapy activities: this needs to be investigated.

**How will the work be delivered - specifically, what will you do?**

We will recruit a skilled team. A website and campaign will attract 75 elderly care professionals who will be trained to use brand memory packs to deliver 270 outreach sessions to 5,400 participants at care homes and similar. We will run ten training days and 40 memory sessions for 900 people at the Museum. 400 people will attend five carer talks and 2000 people will use brand resources at home. Four team members will train in dementia provision and creating apps. 15,500 senior visitors will use a new memory trail. Two intergenerational 'Brand Challenge' apps will engage 650 families. 300 HE students will use a new Dementia Studies resource. Professional talks on memory training and lifestyle will explore prevention. 25 volunteers will give 100 days, gaining new skills. With a London-based academic partner, we aim to qualify our experience of brands as an effective tool for treatment of dementia.

**Why are you the right organisation to do this work?**

- We have run three successful projects in this field. A two-year Heritage Lottery Fund project engaged 820 Londoners in reminiscence sessions. Arts 4 Dementia tasked us to devise an advertising course for early onset sufferers. Our local borough funded multi-sensory loan boxes that engaged 800 care home residents.
- The nature of our collection is particularly immersive: these familiar objects have a powerful ability to evoke places, people and events.
- We have learned lessons from the past twelve years. This audience benefits from gaining new ideas and skills, with reminiscence as stimulus not focus. The museum itself is not always a feasible or conducive learning environment. Participants benefit from the familiarity of multiple sessions. Training is essential: 15 team members have attended Dementia Friends courses
- We deliver good value for money. Through a £45,000 project with the John Lyon's Charity we have worked with 10,070 young Londoners.

**How does your work complement and not duplicate other services within your area?**

Our project is outward-facing: we will offer new products that existing services in our area and beyond can use to help deliver their own programmes. We aim to use local and London-wide networks to reach dementia audiences, offering training and resources for professionals working in this field and outreach sessions in local care homes and similar. The products we develop for carers and families to use independently will be signposted by other relevant services as useful tools in dementia therapy. We are pleased to see other museums offering services for these audiences as each of us has unique collection as our starting point, creating different experiences. We hope and expect project participants will feel empowered to access more arts and heritage in future. The provision by arts organisations in greater London is limited overall: we will share our experiences with our sector in the hope that more services are created.



**How will this proposal meet the Programme Outcome(s) under which you are applying?**

The elderly, and in particular dementia sufferers, experience disadvantage through their reduced ability and confidence to access arts organizations including Museums. This project focuses specifically on providing services tailored to this growing audience and ensuring many more Londoners can have the high quality cultural experiences readily available to the general public. UCL's Museum Well-being Measures have provided a sector-wide means to qualify our anecdotal experience of the positive impact of brand memory sessions on the mental well-being of dementia sufferers and elderly audiences. The Museum sector is exploring the huge potential of its role in the broad field of well-being. We believe this proposal will ensure that the needs of this audience are better represented within this exciting body of work, and that through this initiative we can influence other organisations to consider this audience in their plans.

**How will you ensure that your project will hear and represent the views and needs of disadvantaged people and/or diverse communities?**

We recognize that our expertise lie in our work as a Museum and that national charities such as the Alzheimer's Society and Age UK have excellent data on the needs of the elderly and dementia sufferers. We will gather the latest findings from a range of sources. We will also look to our Museum community, asking visitors with personal experience of dementia to input on our early planning, starting with a survey shared via social media and e-news and progressing to an informal advisory group. All project activities will be piloted with local people and adapted based on learning from these early sessions, a process that will continue through the project via tracked monitoring and development. With permission, we will share the views and ideas of participants on the project website, inviting wider views and discussion on how we best meet audience needs.

**How does your project engage and empower individuals and/or communities to come together on this issue? Will you be working with people who are particularly excluded?**

In planning activities, we have considered barriers to inclusion for the elderly, dementia sufferers and their families and carers, based on audience feedback and evaluation of past projects. We will look at travel, location, cost, timing, type of learning environment and areas of personal interest to encourage participation and reduce social exclusion. By offering outreach sessions we will reach audiences who may not otherwise use museums and understand that some individuals can benefit most from resources designed for use in the home. We will empower audiences through discussion and by placing reminiscence as stimulus for new ideas and creativity, rather than focusing purely on memories and the past. We will offer practical help, e.g. during a previous project we devised a system of phone calls and texts that enabled a participant with dementia to travel independently to attend sessions at the Museum.

**Is the focus of your project meeting an already identifiable need (acute or otherwise) or are there elements which are preventative and/or incorporate early action?**

We have identified our core focus as dementia sufferers, in itself a broad field. We have previously run a creative course on the evolution of advertising for early onset sufferers and plan similar elements within Brand Memories. We will attract bigger audiences of mobile elderly and augment the positive benefits of visiting cultural attractions by questioning their knowledge and ideas. We will explore prevention through memory training and lifestyle within our professional development programme. We aim to contribute to the treatment of dementia, through a Higher Education resource for the next generation of professionals in this field, and an academic partnership that explores the potential of brands as a therapy tool. The progress of dementia is known to be slowed by mental activity and socializing; both elements are central to this project.

**Who might you need to work closely with in delivering this project - whether before, during or afterwards?**

We have sought input from other support providers including the Wessex Heritage Trust, Ladder to the Moon and Arts4Dementia, and will engage two of these as project advisors. From the outset we will establish regular contact with national dementia charities e.g. Alzheimer's Society, Age UK and Dementia UK for strategic guidance and to share project services to individuals, groups and professionals across greater London. We will promote our activities to services within each borough, such as Kensington & Chelsea and Westminster Memory Service, Ealing Dementia Concern and the City Memory Group. We have a close relationship with the West London NHS Trust and will use this work with hospitals and other NHS services. An official partnership with UCL's Dementia Centre or other leading research centre will inform the long-term academic agenda within this project. We ensure our trustees, staff and volunteers are kept informed of project plans, activities and progress.

**Our aim as a funder is to help people move positively between any of the four stages of Surviving, Coping, Adapting and Thriving. For your project at which of these stages will most people begin their journey?**

We expect the majority of project participants with dementia to start their journey at 'coping'. For elderly audiences, we expect the majority will fall into 'adapting'. Exploring responses to brands, being curious and creative, enjoying social interaction and sharing ideas will contribute to a positive move across these four stages. However our aim in this project, as a Museum, is to provide new tools and skills to help organizations such as care homes and support groups who specialize solely in elderly and dementia care achieve positive transition for their audiences. We see our work as an effective contributory factor in improvement, rather than a single driving force. Other groups, such as our young volunteers, may transition from adapting (job-hunting) to thriving (secured paid work), or have made progress in this journey through their involvement with this project.

**Will there be any elements of this project that will help you or your beneficiaries to reduce your environmental footprint?**

Yes. 85% of our exhibits are packaging: we highlight the role of effective packaging in minimising food waste and showcase innovations that reduce the carbon footprint of products. We will raise awareness and influence behaviours through this project e.g.:

- memory trail will pick out objects like 1950s soft drink bottles embossed with the sum refunded on return
- intergenerational app will challenges family members to compare buying choices past and present such as glass v plastic
- brand memory session packs will include wartime posters such as "switch off that light" and "save your cans"

All team-members use and input on the Museum's Environmental Sustainability Policy. We will produce and report against a project sustainability plan, including areas such as production of materials, travel for participants, paper-free working and ethical purchasing.

**What are the main activities or outputs you want to deliver?**

We will develop and deliver Brand Memory activities to 6200 older Londoners and dementia sufferers in 310 sessions over two years. We will provide training to 75 elderly care professionals and produce 80 multi-sensory resource boxes based on our collection for use during sessions.

We will produce four downloadable brand-themed activities for carers and family members to use with dementia sufferers at home, with at least 2000 participants over two years. A further 1300 family members will use two intergenerational 'brand challenge' apps, including one themed for use at Christmas.

25 young people will collectively contribute 100 volunteer days over two years. Our project volunteer programme will include training and practical experience on a range of activities, with each participant gaining at least three new skills. Each volunteer's involvement will be tracked through a personal development record and stakeholder evaluation.

**What 3 main differences or outcomes do you hope the activities you have described above will achieve?**

Sessions will have a positive impact on 6200 participants' mental well-being, shown through evaluation including a Toolkit to track emotions pre and post sessions and after repeat sessions. Participants will share sense of fulfillment and being connected. 50 professionals will share positive experiences of using brands in dementia therapies.

3300 carers and family members will tell us they enjoyed sharing activities with the dementia sufferer they support, and that participants had learnt something, remembered / recognized something from the past, or that the activity had stimulated discussion or other responses. At least 1650 will download more than one activity.

25 volunteers will gain new transferable skills such as marketing, delivering sessions and evaluation. At least 17 volunteers will progress to paid roles, further volunteering or studies following their involvement with the project. All volunteers completing the programme will tell us they have gained confidence, skills or knowledge.



## Funding required for the project

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

Expenditure heading	Year 1	Year 2	Year 3	Year 4	Year 5	Total
People: 2 x new ft, management, technical	58,500	56,500	0	0	0	115,000
Training & Events: 15 days delivered, 12 team	15,000	17,000	0	0	0	32,000
Equipment: memory packs, training resources, print	15,500	4,500	0	0	0	20,000
Overheads: 3% Contribution	12,000	12,500	0	0	0	24,500
Digital & Marketing: website, apps, printed	9,500	4,000	0	0	0	13,500
Facilities: project office, PCs, software, storage	9,500	1,500	0	0	0	11,000
Contingency 10%	12,000	12,000	0	0	0	24,000
	0	0	0	0	0	0
	0	0	0	0	0	0

<b>TOTAL:</b>	<b>132,000</b>	<b>108,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>240,000</b>
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### What income has already been raised?

Source	Year 1	Year 2	Year 3	Year 4	Year 5	Total
Senior & Student admissions, professional talks fees	11,500	13,500	0	0	0	0
	0	0	0	0	0	0

<b>TOTAL:</b>	<b>11,500</b>	<b>13,500</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
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### What other funders are currently considering the proposal?

Source	Year 1	Year 2	Year 3	Year 4	Year 5	Total
Linbury Trust: verbal approval, to Sep board	60,000	60,000	0	0	0	120,000
Weston Foundation: 50% of £120k expected, Sep board	30,000	30,000	0	0	0	60,000

<b>TOTAL:</b>	<b>90,000</b>	<b>90,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>180,000</b>
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### How much is requested from the Trust?

Expenditure heading	Year 1	Year 2	Year 3	Year 4	Year 5	Total
People: New FT Project Officer, £24k+NI pa	27,500	27,500	0	0	0	55,000
Facilities: Storage, project laptops and Ipads	3,000	1,500	0	0	0	4,500
Equipment: training hardware and materials	3,500	2,000	0	0	0	5,500
Digital & Marketing: website, apps, printed	4,500	3,500	0	0	0	8,000
Training & Events: staff training, event costs	1,500	1,500	0	0	0	3,000
Contingency	2,000	2,000	0	0	0	4,000
	0	0	0	0	0	0

<b>TOTAL:</b>	<b>42,000</b>	<b>38,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>80,000</b>
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## Who will benefit?

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

**13,000**

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

**London-wide**

Does this project specifically target any groups or communities?

**Dementia sufferers and their carers**

This project will specifically work with the following age groups:

**16-24**

This project will specifically work with the following gender groups:

**Male**

This project will specifically work with the following ethnic groups:

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

If Other ethnic group, please give details:

This project will specifically work with Deaf and disabled people:

**Yes**

This project will specifically work with LGBTQI groups:

**No**

This project will specifically work with other groups or communities:

**Dementia sufferers and their carers**

How will you target the groups/communities you have identified? What is your expertise in providing services for these groups?

**By working with national providers and local council networks. We have provided small-scale services for these groups for the past 12 years**

Are there any groups or communities you think your organisation will find hard to include through this project?

**Yes - please specify**

If yes, please specify which groups or communities? Where possible using the categories listed above.

**Dementia sufferers living at home or in care homes who are unable or unwilling to attend a group session.**

If yes, what steps will you take to make your services accessible to and meet the needs of the groups/communities you have identified?

**We will train professionals to deliver sessions in care homes, and also provide resources for family members or carers to use one on one.**

### **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: **Anna Terry**

Role within                      **Development & Commercial Director**  
Organisation:



# The City Bridge Trust

## Bridging Divides: Application for a grant



### About your organisation

#### Organisation Details

Name of your organisation: <b>Surrey Docks Farm</b>	
If your organisation is part of a larger organisation, what is its name? <b>N/A</b>	
In which London Borough is your organisation based? <b>Southwark</b>	
Contact person: <b>Ms Gemma Hooper</b>	Position: <b>Farm Manager</b>
Website: <b>http://www.surreydocksfarm.org.uk</b>	Social Media Accounts: <b>@surreydocksfarm / www.facebook.com/SurreyDocksFarm</b>
What Quality Marks does your organisation currently hold? <b>Green Flag Community Award obtained in 2007 with annual application in process/ Member of London Youth and completing bronze with the London Youth Quality Mark (City &amp; Guilds accredited)</b>	

#### Legal Status

Legal status of organisation: <b>First Contact</b>			
Charity Number: <b>800277</b>	Company Number: <b>IPS 22829R</b>	CIC Number:	Bencom Number:
When was your organisation established? <b>21/04/1980</b>			
<b>Aims of your organisation:</b> Occupying a 2.2 acre site on the south bank of the river Thames at Rotherhithe, the Farm, now in its 42nd year, aims to provide opportunities for city dwellers ? and in particular all communities in the London borough of Southwark and surrounding areas - to: ? Engage with all aspects of a working farm ? Learn about animal care, horticulture, food production, cooking, nutrition, healthy eating, crafts and country life ? Get Involved with the protection and Improvement of the natural environment and local heritage ? Learn about sustainable development and best environmental practices and develop life skills which will enable healthier lives with a lower environmental impact  We aim to ensure the involvement of people of all ages, social and economic circumstances and walks of life ? from those bringing their skills and experience to those looking to learn new skills, from those with support needs or disabilities or who would benefit from the company of others.			

**Main activities of your organisation:**

The Farm gates are open 7 days/week, entry is free and everyone is welcome. Alongside our animals reared on the farm we have a variety of green and horticultural areas: the orchard, herb garden, dye garden, vegetable plots and wildlife area. We have a fully accessible gardening workshop for our trainees, clubs and visitors; a 'green' inter-active education trail demonstrating how we harvest renewables through our solar panels, grass roofs, rain water collection and bio-digesters; community allotments and a Farm Shop selling fresh food and farm produce.

We provide ongoing and seasonal projects throughout the year, including youth clubs, adult workshops, holiday projects and seasonal fairs. We run a programme for schools, a Mobile Farm for education visits and a range of training programmes for adults with learning disabilities.

We encourage involvement and progression through volunteering, work experience, training and apprenticeships with annually 100 active volunteers, 60 students on work placement and 20 corporates working in volunteer task groups

**Your Staff & Volunteers**

Full-time:	Part-time:	Trustee/Board members:	Active volunteers:
<b>5</b>	<b>10</b>	<b>7</b>	<b>100</b>
Do you have a Safeguarding policy? <b>Yes</b>			
<b>Are the following people in your organisation subject to DBS checks?</b>			
<b>Paid Staff</b>	<b>Volunteers</b>	<b>Trustees / Management Committee Members</b>	

**Property occupied by your organisation**

Is the main property owned, leased or rented by your organisation?	If leased/rented, how long is the outstanding agreement?
<b>Leased</b>	<b>35 years</b>

**Environmental Impact****What action have you taken in the past year to progress environmentally sustainability principles and practice?****Energy reduction:**

? Our array of solar panels generated clean electricity for Farm use and earned £1,450 from Feed-in Tariff payments.

? We installed a second bio-digester in partnership with University College London, turning our pig manure into gas (to make our tea) and liquid fertiliser (to activate our muck heap)

? We harvested rainwater for our polytunnels and toilets

**Training & Demonstration projects:**

? Our projects with adults with learning difficulties ran 3 days a week (New Leaf, Plot to Shop & Farm Produce) with students cultivating vegetable plots & growing and making farm produce for sale in our Farm Shop

? We provided weekly food growing sessions and monthly training workshops on e.g. natural dye processes and herbal remedies

? We helped develop a community garden off-site & hosted weekly gardening sessions with young people

? We developed a 'green' education trail with signage and inter-active features demonstrating how renewable energy can be harvested

## Finance Details

### Organisation Finances

	Year of most recent audited / examined accounts	Current financial year forecast	Next financial year budget
End of financial year date	31/03/2017	31/03/2019	
Grants & donations:	£241,517	£152,224	£0
Earned Income:	£284,616	£268,453	£0
Other income:	£0	£0	£0
<b>Total income:</b>	<b>526,133</b>	<b>£420,695</b>	<b>£0</b>
Charitable activity costs:	£489,090	£396,466	£0
Cost of raising funds:	£22,529	£18,247	£0
Other costs:	£0	£0	£0
<b>Total expenditure:</b>	<b>£511,619</b>	<b>£414,713</b>	<b>£0</b>
Free unrestricted reserves held at year end:	£79,996	£85,960	£0

#### What is your organisation's reserves policy?

The Farm aims to build up a level of unrestricted free cash reserves sufficient to cover a minimum of 3 months running costs and thereby to:

- ? Ensure continuity of services and give time to enable Surrey Docks Farm to find alternative funding in the event of loss of funding
- ? Provide sufficient cash flow to cover delays in the receipt of income
- ? Provide cover for any further unmitigated risks identified
- ? Provide flexibility and ability to take advantage of opportunities that may arise and to cope with unexpected cost increases which are not covered by ongoing project funding

For your most recent financial year, what % of your income was from statutory sources?  
**1-10%**

### Organisational changes

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

**N/A**

## Grant Request

Under which of City Bridge Trust's programmes are you applying?  
**Connecting the Capital**

Which of the programme outcome(s) does your application aim to achieve?  
**Connecting the Capital\Local communities have better, more sustainable, assets (financial, physical, environmental)**

Please describe the purpose of your funding request in one sentence.  
**?Putting Down Roots in Rotherhithe?: Establishing a centre for environmental education and a Green Network promoting ?growing & greening initiatives?, developing ?green skills?, supporting community action and creating neighbourhood improvements.**

When will the funding be required? **22/10/2018**

Is this request to continue work that is currently funded or has been funded in the last year by:

City Bridge Trust?  
**No**

Another funder? (if so which)

How much funding are you requesting?

Year 1:  
**£37,106**

Year 2:  
**£35,323**

Year 3:  
**£32,790**

Year 4:  
**£24,864**

Year 5:  
**£17,948**

**Total Requested: £148,031**

### You and your grant request

**What, specifically, are you applying for (your project)?**

**5 year tapering funding to establish new green resources for Rotherhithe, North Southwark and surrounding areas by:**

? **ESTABLISHING THE FARM AS A LOCAL CENTRE FOR ENVIRONMENTAL EDUCATION**  
 promoting: knowledge and awareness of the green environment; hands-on experience of growing & cultivating; the value of ?green? practices and contribution to health and wellbeing.

? **DEVELOPING A GREEN NETWORK & SUPPORTING RESIDENTS TO CHAMPION THEIR GREEN SPACES**  
 promoting: initiatives around growing and ?greening?, improving local neighbourhoods, preserving the environment, ensuring biodiversity.

? **PROMOTING FOOD GROWING & COOKING WITH FRESH PRODUCE**  
 promoting: healthy lifestyles and understanding of the importance of good, nutritional, balanced diets, specifically with children and young people and disadvantaged families

? **DEMONSTRATING THE PROJECT'S IMPACT & SECURING ITS FUTURE**  
 securing: a long term resource bringing residents of different backgrounds & ages together, working with them to green and sustain their environment and contributing to their health & wellbeing.

**What are the changes you hope to achieve?**

? Many residents become newly aware of green issues and possibilities, develop gardening skills and get involved - as a result:

- A green network is established, bringing residents together, holding inter-generational events, sharing news, linking with environmental groups, local authorities and developers

- New greening & growing initiatives take place annually, in homes, on estates, on unused land

- Green, bio-diverse amenities are created and maintained within and around new developments

- The area's green environment is enhanced and contributes to residents' health & wellbeing

? New generations of young people gain practical work experience in horticulture, food growing and conservation and many children are enabled to make simple, nutritious organic meals.

? The Farm's contribution to the health and wellbeing of disadvantaged and special needs groups is developed and its green profile raised.

? Continuation funding is obtained and the impact of the project sustained in future years

**How do you know there's a need for this work?**

1. With continuous new builds in Rotherhithe, a 70% growth in population is forecast over the next 10 years. Constant care and attention are needed to ensure the creation and maintenance of quality open space, clean air & bio-diversity ? from parks and woods to verges, squares and walkways.

2. Informed and active residents have a key role to play protecting their environment and keeping it green: there is considerable local interest but lack of know-how. To encourage all ages to get involved with conservation and ?growing and greening?, ongoing training, co-ordination and resourcing are needed.

3. Many young people don't know where their food comes from or what constitutes a healthy diet: in Lambeth & Southwark 1 in 4 10 -11s are recorded as obese. A range of family initiatives is needed ? providing fun and encouragement and an antidote to the pull of on-line, under-exercised, indoor lives

**How will the work be delivered - specifically, what will you do?**

A Green Mentor and Horticulture Apprentice will deliver ?Putting Down Roots In Rotherhithe? through:

1.

- Regular accredited training workshops, on & off-site
- Showcasing sustainable practices
- Seasonal interactive education trails & website

2.

- Hosting intergenerational events promoting greening and bio-diversity
- Connecting resident initiatives through newsletter, social media
- Helping residents take local greening initiatives
- Networking with local and London-wide environment groups & hosting meetings for resident engagement with councils & developers

3.

- Food growing workshops & assisting growing food in under-used spaces
- Hosting drop-in gardening groups, supporting those feeling isolated ? viz single dads
- Partnering the Mini-cooking Club, running free week-end classes for young people
- Providing placements for school students, volunteer opportunities and AQAs in horticulture

4.

- Recording evidence and impact
- Demonstrating value to local developers and landlords to promote partnerships
- Establishing contracts and fee paying workshops

**Why are you the right organisation to do this work?**

1. With short term funding the Farm has successfully piloted projects promoting growing and greening delivered by a part-time Green Mentor, designed and built community gardens with residents and developers and laid the foundations for a Green Network.
2. As a consortium member with neighbouring environmental groups - Friends of Russia Docks Woods, Stave Hill Ecological Park and Lavender Pond Nature Reserve - we have engaged with developers and Southwark Council to promote green, bio-diverse amenities to an expanding residential population.
3. We provide hands-on environmental education with (i) schools (100 class visits/year) (ii) youth programme (clubs & activities throughout the year for 500 from early years to early teens) (iii) weekly training projects with adults with learning disabilities (iv) partnership projects with community groups
4. We demonstrate and promote green, sustainable practices
5. We are here to stay, committed to reaching and including all sections of the community

**How does your work complement and not duplicate other services within your area?**

As the only City Farm In Southwark, we offer a unique local resource which we look to share by working in partnership and complementing the work of other community providers. We tailor programmes to meet the specific interests of different sectors and their organisations - from schools to asylum seekers, from family centres to older people, from carers to young offenders.

In our environmental work, we:

- ? Have come together as a consortium with our neighbouring environmental groups and involve young people from our youth programmes as conservation volunteers in their projects
- ? Worked with residents? associations and developers on greening local areas
- ? Linked with Walworth Garden to provide the training element for our Horticulture Apprentice once appointed

We try to respond where there is demand and interest: residents are still asking for a continuation to our previous short-term Green Mentor project, as no other agency is offering it.

**How will this proposal meet the Programme Outcome(s) under which you are applying?**

**OUTCOME 1:** We will achieve better, more sustainable environmental assets for Rotherhithe and surrounding areas by establishing a long term green resource which:

- Promotes and supports care and improvement of the local environment
- Involves residents in developing their skills in growing and greening, their knowledge and understanding of the green environment and biodiversity and their contribution to sustaining them
- Brings residents of all ages and backgrounds together and enables collaboration with all sectors

**OUTCOME 2:** We will enable disadvantaged, disabled & older people to actively participate in well-being opportunities by:

- Ensuring that all projects identify and address any issues creating barriers to their access and inclusion, whether physical or social
- Informing & circulating invitations to organisations who serve and represent them of the opportunities for getting involved
- Developing partnerships with interested organisations and devising projects with them

**How will you ensure that your project will hear and represent the views and needs of disadvantaged people and/or diverse communities?**

Our approach with all our users is to tailor projects to meet their needs and interests. At the outset we ask participants what they are looking to get from the activity; we then ask for feed-back after each session verbally and at the final session via an evaluation questionnaire. So with our trainee adults with learning disabilities guiding us re their preferences, we work out personal plans with them, agree staged goals, review achievements and agree next staged goals.

To ensure we reach and include disadvantaged people, we have recently enlarged membership to our Governing Body so not only local individuals but also charities and community providers can now become members. We are now working to recruit organisations able to represent the range and diversity of need and disadvantage in the community. Having such organisations in membership then helps to ensure the needs and views of their members are represented.

**How does your project engage and empower individuals and/or communities to come together on this issue? Will you be working with people who are particularly excluded?**

1. The project focuses on engaging, training up and supporting individuals and community groups keen to improve and preserve their environment. It's a 'can-do' project bringing people together in:

- Workshops ? providing the skills to make a difference in their home environment and community
- Gardening and growing projects ? developing plots at the Farm and around estates
- Meetings with developers and environmental bodies ? to ensure quality green spaces within new developments
- Local networking and get-togethers - sharing, supporting, encouraging environmental initiatives

2. The Farm is committed to reaching and including those most in need and disadvantaged. For this project we will:

- Circulate information & invitations to organisations across the range of need and disadvantage re opportunities for their members
- Develop projects and initiatives targeted at those who might otherwise be particularly excluded - e.g. cookery courses with asylum seeker families/food bank users etc.

**Is the focus of your project meeting an already identifiable need (acute or otherwise) or are there elements which are preventative and/or incorporate early action?**

Needs have been identified and local interest expressed for preventative and early action in the following areas:

1. With all the development taking place in Rotherhithe over the next 10 years, now is the right time to bring local residents and environmental groups together to ensure quality of life for present and future generations. In the increasingly built-up environment, access to little havens of greenery and opportunities to interact with plant, bird, insect and animal habitats will be increasingly important in providing balance to city lives.
2. With 1 in 4 10-11 year olds recorded as obese, initiatives are needed to try to ensure better prospects for future generations. The Farm has asked to be part of a programme hosted by Guys & St Thomas? Charity offering fun activities for families with overweight issues: growing and cooking with fresh produce and learning the difference between healthy diets and junk foods.

**Who might you need to work closely with in delivering this project - whether before, during or afterwards?**

RECRUITMENT OF HORTICULTURE APPRENTICE EVERY 18 MONTHS:

- InSpired to Work and Southwark Council's SEEDS programme re financial subsidy and Walworth Garden re training

RECRUITMENT OF GREEN MENTOR then PROJECT PROMOTION & RESIDENT INVOLVEMENT:

- Residents & Tenants Associations
- Environmental Groups
- Voluntary Sector and Community Groups
- Federation of City Farms and Community Gardens

PARTNERSHIP BUILDING ACROSS SECTORS:

- Developers, in particular British Land and Grosvenor
- Housing Associations/Social Housing/ Landlords
- Southwark Council ? Environment & Ecology dept

OTHER PARTNERSHIP BUILDING:

- Guy's & St Thomas? Charity
- Corporates
- Charitable trusts

REACHING THOSE MOST IN NEED and/or DISADVANTAGED:

- Organisations and community groups serving them, including local schools
- Community Southwark
- Southwark Council, Social Services, Public Health departments

DEVELOPING ENVIRONMENTAL EDUCATION MATERIALS accessed from the FARM WEBSITE:

- Department of Educational Studies, Goldsmith University
- Local schools

PROJECT EVALUATION & IMPACT MEASUREMENT

- Community Southwark

**Our aim as a funder is to help people move positively between any of the four stages of Surviving, Coping, Adapting and Thriving. For your project at which of these stages will most people begin their journey?**

A difficult question to answer for a project with free admission 7 days/week offering different opportunities to up to 50,000 users & visitors a year over 5 years from all ages, backgrounds and individual circumstances! For the 3 major activity areas:

1. ESTABLISHING THE FARM AS A LOCAL CENTRE FOR ENVIRONMENTAL EDUCATION ? above will be particularly the case, involving children, families and adults starting at all of the 4 stages, though we presume the majority are likely to be Adapting
2. DEVELOPING A GREEN NETWORK & SUPPORTING RESIDENTS TO CHAMPION THEIR GREEN SPACES ? through the networking, events and community action we would aim to involve all ages at all 4 stages, but again we presume the majority are likely to be Adapting
3. PROMOTING FOOD GROWING & COOKING WITH FRESH PRODUCE ? here we will be particularly targeting those starting at the stages of Surviving & Coping



**Will there be any elements of this project that will help you or your beneficiaries to reduce your environmental footprint?**

In continuing to develop the Farm's green, inter-active education trail, two new initiatives already identified for the project are:

1. Installing & demonstrating 3 WAYS HOT WATER CAN BE HEATED SUSTAINABLY for public use:
  - A handwashing station by our Green Shed - using waste heat from the outdoor tea making facilities fuelled by gas from our biodigester
  - An intelligent solar diversion switch which will divert surplus solar energy into a storage tank for a handwashing station outside our café
  - Solar thermal panel and storage tank for heating hot water for the all-purpose sink in our Segal building ? used for training with adults with disabilities, youth groups etc.
2. Installing & demonstrating a sustainable SALAD PLANT GROWING SYSTEM USING AQUAPONICS - showing how taking advantage of the Nitrogen Cycle and recycling water, a sustainable system for growing salad plants can be established with few resources.

**What are the main activities or outputs you want to deliver?**

Over Years 1/5, FARM ESTABLISHED AS A LOCAL CENTRE FOR ENVIRONMENTAL EDUCATION - providing:

- Project motor: Green Mentor + Horticulture Apprentices
- 60/120 residents/year on AQA accredited training programmes
- New seasonal education trails demonstrating sustainable practices Introduced each year
- 5K/10K visits/year to enhanced website education resource

Over Years 1/5, GREEN NETWORK DEVELOPED/RESIDENTS SUPPORTED TO CHAMPION GREEN SPACES:

- 500/1,000 subscribers/year share news/progress through digital newsletter/social media
- 20/50 residents/year initiate growing and greening projects
- 100/200 residents & families/year attend green intergenerational events
- 20/50 residents/year engage with council/landlords/developers & link with London ?green? campaigns

Over Years 1/5, FOOD GROWING/COOKING WITH FRESH PRODUCE PROMOTED:

- 50/100 residents/year (50% older/disadvantaged) on monthly workshops/courses
- 10/30 x 14-24s/year achieve AQA in Horticulture
- 60 x 8-11s/year (50% disadvantaged) attend 100 food growing sessions/year
- 28/56 x 5-11s & family members/year (50% disadvantaged) attend termly cooking courses

**What 3 main differences or outcomes do you hope the activities you have described above will achieve?**

- Local resource established providing environmental education & stimulating community action
- Many more residents acquire gardening skills and motivation to ?green?
- Quality of Farm's environmental offer augmented/Visitors better informed and motivated to care for their environment
- Environment education for primary schools enlivened through new interactive website
- Many more residents are better informed, connected and equipped to improve their environment and champion green spaces
- Many more residents involved in greening and growing initiatives
- Residents from all backgrounds come together to celebrate green initiatives
- Green & biodiverse amenities enhanced within and around new developments
- More people who are older, disadvantaged or with greater needs are involved & included in well-being opportunities
- Young adults acquire practical experience in horticulture, ecology, biodiverse food growing and conservation
- Many more children know about and practice healthy eating
- More young families report enhanced wellbeing



## Funding required for the project

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

Expenditure heading	Year 1	Year 2	Year 3	Year 4	Year 5	Total
SALARIES	0	0	0			0
Green Mentor Salary (4 days/week + on costs	23,521	23,999	24,377	24,760	25,149	121,806
Horticulture Apprentice (full time + oncosts)	20,427	20,845	21,176	21,510	21,851	105,809
Signs, Interpretation, education trails	3,000	2,000	2,000	2,000	2,000	11,000
Seed funding, including plants, seed packets, tools	2,000	2,000	2,000	2,000	2,000	10,000
Green workshops: tutors	1,500	1,800	2,200	2,200	2,200	9,900
Cooking courses: tutors & food (working w. disadvantaged families)	2,000	4,000	4,000	4,000	4,000	18,000
AQA Awards & assessor training	1,000	600	600	600	600	3,400

<b>TOTAL:</b>	<b>53,448</b>	<b>55,244</b>	<b>56,353</b>	<b>57,070</b>	<b>57,800</b>	<b>279,915</b>
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### What income has already been raised?

Source	Year 1	Year 2	Year 3	Year 4	Year 5	Total
Southwark Council SEEDS (50% Apprentice salary)	9,282	0	0	0	0	9,282
Contract with developers re growing & greening projects	2,000	0	0	0	0	2,000

<b>TOTAL:</b>	<b>11,282</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>11,282</b>
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### What other funders are currently considering the proposal?

Source	Year 1	Year 2	Year 3	Year 4	Year 5	Total
Southwark SEEDS (50% Apprentice Salary)	0	9,421	9,563	9,706	9,852	38,541
Contract with developers re growing & greening projects	0	2,500	3,000	3,500	4,000	13,000
Developers/landlords/council/charitable trusts	4,000	6,000	8,000	15,000	21,000	54,000
Workshop fees & sale of produce grown	1,060	2,000	3,000	4,000	5,000	15,060

<b>TOTAL:</b>	<b>5,060</b>	<b>19,921</b>	<b>23,563</b>	<b>32,206</b>	<b>39,852</b>	<b>120,601</b>
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### How much is requested from the Trust?

Expenditure heading	Year 1	Year 2	Year 3	Year 4	Year 5	Total
SALARIES	0	0	0			0
Contribution to Green Mentor salary + on costs ( Yrs 1,2,3: 4 days/week; Year 4: 3 days; Year 5: 2 days	23,521	23,999	24,377	18,283	12,575	102,755
Contribution to Horticulture Apprentice + on costs (Years 1	4,085	4,169	4,235	4,302	4,370	21,161

- 5: 1 day/week						
Contribution to Other Project Costs	9,500	7,155	4,178	4,302	4,370	24,115
<b>TOTAL:</b>	<b>37,106</b>	<b>35,323</b>	<b>32,790</b>	<b>24,864</b>	<b>17,948</b>	<b>148,031</b>

## Who will benefit?

How many people will directly benefit from the grant per year? <b>1,000</b>
In which Greater London borough(s) or areas of London will your beneficiaries live? <b>Southwark</b>
Does this project specifically target any groups or communities? <b>As stated above under Activity 3 &amp; Difference 3, we have specific targets for involving people who are older, disadvantaged or with greater needs</b>
This project will specifically work with the following age groups: <b>0-15</b>
This project will specifically work with the following gender groups: <b>Male</b>
This project will specifically work with the following ethnic groups: <b>Mixed / Multiple ethnic groups</b>
If Other ethnic group, please give details:
This project will specifically work with Deaf and disabled people: <b>Yes</b>
This project will specifically work with LGBTQI groups: <b>No</b>

This project will specifically work with other groups or communities:

**As stated above under Activity 3 & Difference 3, we have specific targets for involving people who are older, disadvantaged or with greater needs**

How will you target the groups/communities you have identified? What is your expertise in providing services for these groups?

**As stated above, through (i) recruiting organisations able to represent the range of disadvantage into Farm membership (ii) keeping them informed of opportunities for their members (iii) developing partnership projects with them**

Are there any groups or communities you think your organisation will find hard to include through this project?

**Yes - please specify**

If yes, please specify which groups or communities? Where possible using the categories listed above.

**The Farm has experience of involving older people, those who are isolated, those with mental health issues, refugee and asylum seekers, children with special needs etc. but to offer more needs additional resourcing: to do outreach, to offer regular activities & to have additional activity space to enable them.**

If yes, what steps will you take to make your services accessible to and meet the needs of the groups/communities you have identified?

**The Green Mentor will undertake outreach, the Apprentice will facilitate sessions and by Year 3 the Farm will have additional activity spaces (its Riverfront development) to offer for partnership projects ? with a Farm kitchen and a calm therapeutic space**

### **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: **Gemma Hooper**

Role within                      **Farm Manager**  
Organisation:

# The City Bridge Trust

## Bridging Divides: Application for a grant



### About your organisation

#### Organisation Details

Name of your organisation: <b>Open Door, Young People's Consultation Service</b>	
If your organisation is part of a larger organisation, what is its name?	
In which London Borough is your organisation based? <b>Haringey</b>	
Contact person: <b>Ms Julia Britton</b>	Position: <b>Director</b>
Website: <b><a href="http://www.opendooronline.org">http://www.opendooronline.org</a></b>	Social Media Accounts: <b><a href="https://twitter.com/Open_Door2018">twitter.com/Open_Door2018</a></b>
What Quality Marks does your organisation currently hold?	

#### Legal Status

Legal status of organisation: <b>Registered Charity</b>			
Charity Number: <b>299707</b>	Company Number: <b>2270443</b>	CIC Number:	Bencom Number:
When was your organisation established? <b>01/01/1976</b>			
<b>Aims of your organisation:</b> <ul style="list-style-type: none"> <li>- To improve the well-being and mental health outcomes of young people aged 12-24 through delivering effective, evidence-based psychological therapies.</li> <li>- To reduce the risk of suicide and self harm and alleviate the effects of abuse, trauma and mental ill health.</li> <li>- To enhance the educational achievement and employment opportunities of young people experiencing mental health problems.</li> <li>- To enable young people to feel more in control of their lives and to make positive choices.</li> <li>- To improve young people's capacity to develop and sustain relationships.</li> <li>- To provide consultation and support to parents, carers and professionals concerned with young people.</li> <li>- To ensure delivery of evidence-based services through monitoring, evaluation and research.</li> <li>- To provide an inclusive service that works to remedy discrimination on any grounds.</li> </ul>			

**Main activities of your organisation:**

Young people aged 12-24 are offered a range of fully evaluated psychological interventions delivered by highly trained professionally accredited clinicians. We currently offer:

Counselling

Psychotherapy

Cognitive Behaviour Therapy (CBT)

Mindfulness Based Therapy

Specialist Psychotherapy for young people with special educational needs and disabilities

Systemic Family Therapy

Parent work

Group Therapy

Therapy is offered on a brief, medium and longer-term basis, from a few sessions of crisis work to two years of weekly psychotherapy.

We have a separate service for parents/carers concerned about their adolescent and young adult children called the 'Parenting Teenagers Project' which offers brief and longer-term interventions. We also have therapy services in secondary schools in Haringey and Brent.

We offer work placements for clinical trainees and volunteering opportunities.

We undertake evaluation and research with a view to improving service provision for young people and their families and disseminate this work more widely through presentations and publications.

**Your Staff & Volunteers**

Full-time:	Part-time:	Trustee/Board members:	Active volunteers:
<b>1</b>	<b>23</b>	<b>6</b>	<b>7</b>
Do you have a Safeguarding policy? <b>Yes</b>			
<b>Are the following people in your organisation subject to DBS checks?</b>			
Paid Staff	Volunteers	Trustees / Management Committee Members	
<b>Yes</b>	<b>Yes</b>	<b>No</b>	

**Property occupied by your organisation**

Is the main property owned, leased or rented by your organisation?	If leased/rented, how long is the outstanding agreement?
<b>Owned</b>	

**Environmental Impact****What action have you taken in the past year to progress environmentally sustainability principles and practice?**

Open Door has had an environmental policy in place for about 7 years. The policy concentrates on reducing Open Door's carbon footprint by reducing paper waste, careful purchasing, travel, energy use and water conservation. In the past year, the greatest area of progress has been further progress in the reduction of paper waste. We have just completed a project to move the collection of the outcome monitoring forms completed by young people from a paper based system to a software package (iCan) which allows direct tablet based inputting. This has reduced paper use, data inputting and the requirement for paper based storage systems.

In addition, the continued success of our Tottenham base has reduced the average travelling distance for young people & parents coming for appointments with many now able to walk rather than using transport (public or private).



## Finance Details

### Organisation Finances

	Year of most recent audited / examined accounts	Current financial year forecast	Next financial year budget
End of financial year date	31/03/2017	31/03/2019	
Grants & donations:	£144,899	£80,150	£0
Earned income:	£294,798	£415,060	£0
Other income:	£685	£0	£0
<b>Total income:</b>	<b>440,382</b>	<b>£495,210</b>	<b>£0</b>
Charitable activity costs:	£416,723	£494,894	£0
Cost of raising funds:	£0	£0	£0
Other costs:	£558	£0	£0
<b>Total expenditure:</b>	<b>£417,281</b>	<b>£494,894</b>	<b>£0</b>
Free unrestricted reserves held at year end:	£94,438	£83,000	£0

#### What is your organisation's reserves policy?

The Trustees have set a reserves policy that the Charity should hold a minimum unrestricted cash reserve equivalent to three months salary and overhead expenditure - approximately £80,000.

For your most recent financial year, what % of your Income was from statutory sources?

**51-60%**

### Organisational changes

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

**None**

## Grant Request

Under which of City Bridge Trust's programmes are you applying? <div style="text-align: center;"><b>Positive Transitions</b></div>														
Which of the programme outcome(s) does your application aim to achieve? <b>Positive Transitions\Londoners experiencing inequality or disadvantage are supported to become more independent</b>														
Please describe the purpose of your funding request in one sentence. <b>To develop Open Door Tottenham - a comprehensive therapy service for vulnerable and marginalised young people aged 12-24 in an area of significant deprivation.</b>														
When will the funding be required? <b>01/11/2018</b>														
Is this request to continue work that is currently funded or has been funded in the last year by: <div style="display: flex; justify-content: space-between;"> <span>City Bridge Trust?</span> <span>Another funder? (if so which)</span> </div> <b>Yes</b>														
How much funding are you requesting? <table style="width: 100%; border: none;"> <tr> <td style="width: 20%;">Year 1:</td> <td style="width: 20%;">Year 2:</td> <td style="width: 20%;">Year 3:</td> <td style="width: 20%;">Year 4:</td> <td style="width: 20%;">Year 5:</td> </tr> <tr> <td><b>£46,912</b></td> <td><b>£47,640</b></td> <td><b>£0</b></td> <td><b>£0</b></td> <td><b>£0</b></td> </tr> </table> <div style="text-align: center; margin-top: 10px;"> <b>Total Requested: £94,522</b> </div>					Year 1:	Year 2:	Year 3:	Year 4:	Year 5:	<b>£46,912</b>	<b>£47,640</b>	<b>£0</b>	<b>£0</b>	<b>£0</b>
Year 1:	Year 2:	Year 3:	Year 4:	Year 5:										
<b>£46,912</b>	<b>£47,640</b>	<b>£0</b>	<b>£0</b>	<b>£0</b>										

### You and your grant request

#### What, specifically, are you applying for (your project)?

In 2015 City Bridge Trust awarded Open Door three years funding for clinical staff and supervision, project and administration costs of a new organisational base in Tottenham. We aimed to provide the full range of our evidence based interventions developed over four decades and to pilot innovation in response to local need. Three years on, Open Door Tottenham is thriving and is widely recognised as a key provider of mental health support to young people in an area of significant deprivation. The ongoing success of Open Door Tottenham is crucial to the organisation's strategic development. We are applying for a two year extension to enable us to meet the increasing demand for the service, consolidate its reputation and strengthen its position with local commissioners and other funders with a view to guaranteeing its long term sustainability.

### **What are the changes you hope to achieve?**

? Young people will experience improved mental health and emotional well-being in their transition to adulthood. Indicators would include reduction in rates of depression, anxiety, self-harm and eating difficulties as well as reduced externalising behaviours including violence, delinquency, risky sexualised behaviour, alcohol and substance misuse.

? Young people will experience improved confidence in engaging with education, employment and training and be less socially isolated.

? Improved family and peer relationships crucial to emotional health, wellbeing and resilience as well as community cohesion.

? Increased access to mental health support and treatment of particularly marginalised young people including those from BAME groups and economically deprived backgrounds, those not in education or employment, care leavers, pregnant teenagers, young parents, LGBTQI young people and those with special educational needs and disabilities.

? Increased opportunities for volunteers to gain high level training and experience of working with vulnerable young people in a community setting.

### **How do you know there's a need for this work?**

Haringey is home to some of the most affluent as well as the most deprived communities in the UK reflected geographically in a split between west and east. Rates of physical and mental ill health, unemployment, family breakdown, teenage pregnancy, gang related violence and other indicators of poorer outcomes for young people are significantly higher in the more impoverished east, containing 5 of London's 25 most deprived wards. Key local strategic documents, including the 2011 Needs Assessment and Local CAMHS Transformation Plan (2015) highlight the concerning level of unmet need and lack of resources in the Tottenham area. Since the opening of our Tottenham Service the overall proportion of referrals and service users from east Haringey has increased markedly and there are nearly 200 young people on our waiting list, around 50% from the Tottenham area. This is our strongest evidence of need for this much valued service.

### **How will the work be delivered - specifically, what will you do?**

? Undertake comprehensive psycho-social needs assessments to establish the most appropriate therapeutic intervention(s) as well as the educational, employment and social support needs of young people. We will offer assessments to around 220 young people over 2 years; 125 funded by City Bridge.

? Deliver a range of evidence-based psychological therapies? Psychotherapy, Cognitive Behaviour Therapy (CBT), Mindfulness Based Therapy, Family Therapy and group work - on a brief, medium and longer-term basis from a few sessions of crisis work to 2 years weekly psychotherapy. We will offer treatment to 180 young people over 2 years; 110 funded by City Bridge. Around 2,000 therapy appointments to be offered; 1200 funded by City Bridge.

? Deliver flexible multi-level interventions to locally identified high risk groups in partnership with other local providers with whom we have established links including: care leavers, young parents and young people not in education, employment or training.

### **Why are you the right organisation to do this work?**

Open Door has been working to improve the mental health of young people in their transition to adulthood for more than 40 years. City Bridge Trust has helped us establish a new base in Tottenham which is exceeding targets. In years 1 & 2:

- ? We offered 1,443 appointments against a target of 1,000
- ? 116 young people were offered therapy against a target of 105
- ? 70% of service users were BAME
- ? 71% of appointments were attended against a target of 65%
- ? 100% would recommend the service to a friend (80% ?certainly? /20% ?partly?)

Outcome targets were met or exceeded including:

- ? 70% Improvement in mental health
- ? 75% reduction in self-harm
- ? 70% more engagement in moving from NEET to EET

We expect to exceed all targets by the end of the existing project and are confident we can go on delivering and developing.

### **How does your work complement and not duplicate other services within your area?**

Open Door is the only service in Haringey offering such a broad range and quality of confidential psychological therapies to young people in the years of transition from childhood to adulthood, and delivering these in non-stigmatising community settings which can be accessed by self-referral. We are able to engage marginalised, vulnerable and at risk young people often reluctant to attend statutory services or experience them as not in tune with their particular needs and stage of development. We are widely recognised as offering something unique within the borough - an accessible service staffed by highly qualified professionals able to work with high levels of complexity and risk. We work closely with partners in the statutory and voluntary sectors to ensure the best possible outcomes for our service users and are jointly commissioned by the NHS and Local Authority in recognition of our particular contribution to local service provision.

**How will this proposal meet the Programme Outcome(s) under which you are applying?**

For more than 40 years Open Door has been working to improve the emotional health and well-being of young people in their transition from childhood to adulthood. Thousands of young people have turned to Open Door for help with problems including depression, anxiety, self-harm, drug and alcohol misuse, eating disorders and psychosis. Many have endured abuse, sexual exploitation, trauma, bullying, domestic violence and family breakdown. Some are facing early pregnancy and parenthood; some are struggling to establish new lives as refugees, whilst others are striving to manage their adolescent development with the additional challenges of gender identity issues or disability. Open Door Tottenham serves a particularly disadvantaged community presenting additional challenges to young people in their transition to independence and the establishment of a positive adult identity. We aim to go on developing this service to improve the mental health outcomes and life chances of disadvantaged local young people.

**How will you ensure that your project will hear and represent the views and needs of disadvantaged people and/or diverse communities?**

Open Door has a comprehensive system of evaluation and feedback building in participation at all levels of the organisation:

? Routine clinical outcome monitoring is used collaboratively with young people to determine the aims of therapy, review progress and seek feedback.

? All service users complete the Experience of Service Questionnaire, developed by the Commission for Health Improvement to assess clients' satisfaction with services and to give suggestions.

? Interviews with service users are routinely conducted when we evaluate our projects. MSc and PG Dip students regularly carry out in depth research projects on service users' experience of Open Door giving us invaluable feedback for service improvement and development.

? We encourage service users to join our Board of Trustees ? our current Chair is the parent of a former service user.

? Open Door Tottenham arose from the suggestions of young people and parents for a more local service.

**How does your project engage and empower individuals and/or communities to come together on this issue? Will you be working with people who are particularly excluded?**

2016 marked Open Door's 40th anniversary which we dedicated to building young people's participation and self-expression, now an essential part of our organisational culture. We have seen many young people move from being individual service users to identifying as part of a community of shared experience committed to de-stigmatisation and service improvement. Our work in Tottenham has been key to this development and will continue.

Highlights include:

? 69 young people participated in creative workshops including one for young people with autism producing photography, art and video for our anniversary exhibition on 'Adolescence Now and Then' visited by over 500 people.

? Tottenham service users worked with an arts organisation and local CAMHS to devise a life skills programme on transitions.

? We ran a mental health and wellbeing workshop with unaccompanied asylum seekers in Tottenham.

? We facilitated groups for parents of disabled adolescents at a nearby disabilities project.

**Is the focus of your project meeting an already identifiable need (acute or otherwise) or are there elements which are preventative and/or incorporate early action?**

The project meets both acute need and addresses early intervention. Rates of mental ill health double in the adolescent years and if left untreated can lead to lifelong mental health difficulties, impacting on all areas of life ? education, work, relationships, parenting, social engagement and physical health. 50% of adult mental health problems emerge before the age of 14 and 75% by age 24. There is growing consensus that we are experiencing a crisis in adolescent mental health; rates of depression and anxiety up by 70% over 25 years; self-harm presentations to A&E up by 68% since 2011; whilst in our own service, more than 50% of young adults have self-harmed. Open Door Tottenham is crucial to ensuring that some of the capital's most marginalised young people have access to help and by intervening early, prevent the continuation of difficulties into adulthood which can have profound, even tragic consequences.

**Who might you need to work closely with in delivering this project - whether before, during or afterwards?**

? Effective referral pathways and outreach are crucial to the success of the project. We are part of Haringey's CAMHS single point of access for professional referrals accounting for around 30% of our cases, most are self-referrals with effective signposting and liaison with GPs, schools, social services, Leaving Care Teams, Adult Services, etc.

? Given the levels of risk and complexity, individual work with a young person may develop into joint work with a parent/carer or extended family. Some cases involve working with a professional network to ensure safeguarding and risk management ? social services, schools, mental health teams, GPs, etc.

? In supporting young people to achieve greater independence and to make positive choices at key moments of transition we work closely with a developing network of support services including ? Markfield disabilities project, One Support, Phoenix Community Care for asylum seekers, local training and employment services including MLB.

**Our aim as a funder is to help people move positively between any of the four stages of Surviving, Coping, Adapting and Thriving. For your project at which of these stages will most people begin their journey?**

These stages are a helpful way of conceptualising need and potential and if we are successful in extending the project we would like to make this more explicit in our evaluation. Given that Open Door does not have ?inclusion? or ?exclusion? criteria as such, our service users range across the four stages, though the majority would be starting at ?coping? or ?adapting? rather than ?surviving?. Whilst we will see anyone who walks in, we do not run a drop in nor do we undertake assertive outreach. Our system of appointments and providing a thinking space necessitate a degree of stability, and some capacity to hold things in mind, difficult if one is engaged in a day to day struggle for survival. We will be aiming to support our project users towards ?thriving? and recognise that this may take time and that progress does not always proceed in a linear direction.

**Will there be any elements of this project that will help you or your beneficiaries to reduce your environmental footprint?**

The main impact on our environmental footprint of this project will be the reduction in the distance travelled by beneficiaries to attend appointments.

Before we opened our Tottenham base all of our beneficiaries had to travel to Crouch End. For those living in the East of the Borough (Tottenham) this involved a sometimes convoluted journey by public transport. The average journey is reduced from approx 3 miles (each way) to approx 1 mile (each way). A 'saving' of approx 3-4,000 travel miles pa. We do not know what proportion of our beneficiaries will move from using public transport to walking but the environmental gain will be significant.

**What are the main activities or outputs you want to deliver?**

Undertake comprehensive psycho-social needs assessments to establish the most appropriate therapeutic intervention(s) as well as the educational, employment and social support needs of young people. We would aim to offer assessments to around 220 young people over 2 years of which 125 will be funded by City Bridge.

Deliver a range of evidence based psychological therapies on a brief, medium and longer-term basis. We aim to offer therapy to 180 young people over 2 years of whom 110 will be funded by City Bridge and offer around 2,000 therapy appointments of which 1200 will be City Bridge funded.

Deliver flexible multi-level interventions to locally identified high risk groups in partnership with other local providers including: care leavers, young parents and young people not in education, employment or training.

**What 3 main differences or outcomes do you hope the activities you have described above will achieve?**

Young people will experience improved mental health and emotional well-being in their transition to adulthood. Indicators would include reduction in rates of depression, anxiety, self-harm and eating difficulties as well as reduced externalising behaviours including violence, delinquency, risky sexualised behaviour, alcohol and substance misuse.

Young people will experience improved confidence in engaging with education, employment and training, becoming less socially isolated and more independent.

Increased access to mental health support and treatment of particularly marginalised young people including those from BAME groups and economically deprived backgrounds, those not in education or employment, care leavers, pregnant teenagers, young parents, LGBTQI young people and those with special educational needs and disabilities.





## Funding required for the project

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

Expenditure heading	Year 1	Year 2	Year 3	Year 4	Year 5	Total
STAFF - employed	54,742	56,125	0	0	0	110,867
STAFF - Consultants, freelancers etc	0	0	0	0	0	0
Clinical supervision (given)	4,051	4,051	0	0	0	8,103
Clinical Administration	9,885	10,135	0	0	0	20,021
Contribution to core costs	9,306	5,341	0	0	0	18,847
Project costs	4,995	4,423	0	0	0	9,417

<b>TOTAL:</b>	<b>82,980</b>	<b>84,725</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>167,256</b>
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### What income has already been raised?

Source	Year 1	Year 2	Year 3	Year 4	Year 5	Total
NHS Haringey CCG	37,000	37,000	0	0	0	74,000

<b>TOTAL:</b>	<b>37,000</b>	<b>37,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>74,000</b>
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### What other funders are currently considering the proposal?

Source	Year 1	Year 2	Year 3	Year 4	Year 5	Total
	0	0	0			0

<b>TOTAL:</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
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### How much is requested from the Trust?

<b>Expenditure heading</b>	<b>Year 1</b>	<b>Year 2</b>	<b>Year 3</b>	<b>Year 4</b>	<b>Year 5</b>	<b>Total</b>
STAFF - employed	30,816	31,954	0	0	0	62,411
STAFF - Consultants, freelancers etc	0	0	0	0	0	0
Clinical supervision (given)	2,309	2,309	0	0	0	4,619
Clinical Administration	5,635	5,777	0	0	0	11,412
Contribution to core costs	5,305	5,439	0	0	0	10,743
Project costs	2,847	2,521	0	0	0	5,368
<b>TOTAL:</b>	<b>46,912</b>	<b>47,460</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>94,552</b>

## Who will benefit?

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

**70**

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

**Haringey**

Does this project specifically target any groups or communities?

This project will specifically work with the following age groups:

**0-15**

This project will specifically work with the following gender groups:

This project will specifically work with the following ethnic groups:

If Other ethnic group, please give details:

This project will specifically work with Deaf and disabled people:

**No**

This project will specifically work with LGBTQI groups:

**No**

This project will specifically work with other groups or communities:

How will you target the groups/communities you have identified? What is your expertise in providing services for these groups?

Are there any groups or communities you think your organisation will find hard to include through this project?

**No**

If yes, please specify which groups or communities? Where possible using the categories listed above.

If yes, what steps will you take to make your services accessible to and meet the needs of the groups/communities you have identified?

### **Declaration**

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

Please confirm: Yes      Full Name: **Julia Britton**

Role within                      **Director**  
Organisation:

# The City Bridge Trust

## Bridging Divides: Application for a grant



### About your organisation

#### Organisation Details

Name of your organisation: <b>Roma Support Group</b>	
If your organisation is part of a larger organisation, what is its name? <b>N/A</b>	
In which London Borough is your organisation based? <b>Newham</b>	
Contact person: <b>Mrs Sylvia Ingmlre</b>	Position: <b>CEO</b>
Website: <b><a href="http://www.romasupportgroup.org.uk">http://www.romasupportgroup.org.uk</a></b>	Social Media Accounts: <b><a href="https://www.facebook.com/RomaSupportGroup/">https://www.facebook.com/RomaSupportGroup/</a></b>
What Quality Marks does your organisation currently hold? <b>We hold Advice Quality Standard [AQS], which was last audited in December 2017.</b>	

#### Legal Status

Legal status of organisation: <b>Charitable company</b>			
Charity Number: <b>1103782</b>	Company Number: <b>04645981</b>	CIC Number:	Bencom Number:
When was your organisation established? <b>03/10/1998</b>			
<p><b>Aims of your organisation:</b> The origin of the Roma Support Group (RSG) is connected to Roma grassroots movement, which, in the context of anti-Roma hostility in press and media, sought to empower their community by providing information, facilitating access to mainstream services and exercising their right to representation.</p> <p>RSG's main objectives are to improve the quality of life for Roma refugees and migrants through enhancement of their physical and mental well-being, support to overcome inequality, disadvantage, prejudice and social exclusion; and increasing public awareness of Roma heritage, culture, arts and their current situation in the UK.</p> <p>Our vision for Roma communities is to be empowered through the realisation that their strength lies within every Roma individual and his/her fulfilment as a member of society. We seek to ensure that Roma voices are heard, represented and become a force of change, ensuring equality and social justice for all Roma refugees and migrants in London and the UK.</p>			

**Main activities of your organisation:**

Our day-to-day work empowers Roma refugees and migrants (?beneficiaries?) to become more independent and facilitates greater social inclusion and tolerance. In 2017, we supported 3,030 beneficiaries London-wide through:

- a/ Mental Health Advocacy - improving access and confidence in using mental health services, supporting health professionals in engaging with Roma patients;
- b/ General Advice ? addressing poverty, homelessness, employability issues;
- c/ Community Advocacy ? reducing social exclusion through peer-advocacy, training and Forum Theatre;
- d/ Aspiration Project ? supporting young Roma to access/ succeed within education, delivering after-school music and sport activities;
- e/ Early Years Project ? tackling multiple disadvantages of Roma children through ?Stay and Play? sessions delivered in partnership with the Altmor Children's Centre;
- f/ Policy and Campaigning ? organising Roma-led campaigns and influencing policy towards Roma at local, national and European levels;

Furthermore, last year 1,049 professionals benefited from our training and consultancy work, which enabled them to understand the needs and provide services to 2,816 Roma community members.

**Your Staff & Volunteers**

Full-time:	Part-time:	Trustee/Board members:	Active volunteers:
<b>3</b>	<b>10</b>	<b>13</b>	<b>26</b>
Do you have a Safeguarding policy? <b>Yes</b>			
<b>Are the following people in your organisation subject to DBS checks?</b>			
Paid Staff <b>Yes</b>	Volunteers <b>Yes</b>	Trustees / Management Committee Members <b>Yes</b>	

**Property occupied by your organisation**

Is the main property owned, leased or rented by your organisation?	If leased/rented, how long is the outstanding agreement?
<b>Rented</b>	<b>2 years</b>

**Environmental Impact****What action have you taken in the past year to progress environmentally sustainability principles and practice?**

We involve staff/ volunteers in day-to-day implementation of our Environmental Policy, aiming for greater commitment and improved environmental performance through:

- ? Promoting the reduction, reuse and recycling of waste materials from our office to conserve resources and reduce waste disposal to landfill;
- ? Seeking to reduce energy consumption through monitoring use of water, heat and electricity, reviewing it annually, and turning off lights, computers and printers whenever not in use;
- ? Minimising the use of paper by printing only if necessary, photocopying on two sides and recycling all paper products;
- ? Reusing all stationary products as much as possible;
- ? Promoting the use of environmentally friendly forms of transport by staff, volunteers and beneficiaries;
- ? Buying cleaning materials which are environmentally friendly and avoiding the unnecessary use of chemicals;
- ? Regularly reviewing our activities and setting new targets to reduce any environmental impacts caused by our activities.

## Finance Details

### Organisation Finances

	Year of most recent audited / examined accounts	Current financial year forecast	Next financial year budget
End of financial year date	31/01/2017	31/01/2018	31/01/2019
Grants & donations:	£13,806	£3,351	£3,000
Earned Income:	£302,082	£400,434	£322,200
Other income:	£0	£0	£0
<b>Total income:</b>	<b>315,888</b>	<b>£403,785</b>	<b>£325,200</b>
Charitable activity costs:	£319,047	£322,794	£316,225
Cost of raising funds:	£33,036	£33,400	£31,275
Other costs:	£0	£0	£0
<b>Total expenditure:</b>	<b>£352,083</b>	<b>£356,194</b>	<b>£347,500</b>
Free unrestricted reserves held at year end:	£107,425	£100,000	£80,000
<b>What is your organisation's reserves policy?</b> According to our Reserves Policy, our unrestricted funds, which have not been designated for a specific purpose and not committed or invested in tangible assets, (?free reserves?) should be between three and six months of the resources expended. At this level, the Trustees feel that they would be able to continue the current activities of the charity in the event of a significant drop in funding. In such a case, it would be necessary to consider how the funding would be replaced or activities changes. Our present free reserves level of £107,425 falls safely within these limits.			
For your most recent financial year, what % of your income was from statutory sources? <b>0%</b>			

### Organisational changes

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

**Following our consultation with Russell & Cooke LLP, the RSG adopted a reviewed Articles and Memorandum of Association by a special resolution passed at the AGM on the 16th November 2017. The objects of the charity remained unchanged.**

## Grant Request

Under which of City Bridge Trust's programmes are you applying?  
**Positive Transitions**

Which of the programme outcome(s) does your application aim to achieve?  
**Positive Transitions\Londoners experiencing Inequality or disadvantage are supported to become more Independent**

Please describe the purpose of your funding request in one sentence.  
**We are seeking funding for our Mental Health Advocacy Project to provide continuity of support to Roma migrants in gaining access to mental health services and understanding mental health issues.**

When will the funding be required? **01/12/2018**

Is this request to continue work that is currently funded or has been funded in the last year by:

City Bridge Trust?  
**Yes**

Another funder? (if so which)

How much funding are you requesting?

Year 1:	Year 2:	Year 3:	Year 4:	Year 5:
<b>£0</b>	<b>£0</b>	<b>£0</b>	<b>£40,949</b>	<b>£43,767</b>

**Total Requested: £84,716**

### **You and your grant request**

**What, specifically, are you applying for (your project)?**

We are applying for a two-year continuation funding for our current Roma Mental Health Advocacy Project delivered by a team of a part-time Project Coordinator and two part-time bilingual Mental Health Advocates from our offices in East and West London.

The Project employs a three-pronged model of engagement with Roma beneficiaries and healthcare providers, which ensures that beneficiaries receive holistic support needed for them to confidently access mental health services. We achieve this through 1-2-1 advocacy sessions, monthly Peer Support Group meetings, and training and support for mental health professionals working with Roma patients.

With continuation funding, we will be able to offer annually 1-2-1 advocacy to 70 beneficiaries, facilitate Peer Support programme for 30 beneficiaries, develop our engagement with 30 health professionals, and expand our outreach support to the most vulnerable beneficiaries, who face multiple barriers to Improvement of their mental health.



**What are the changes you hope to achieve?**

The Project will deliver specialist support and facilitate access to health services for those, who previously faced exclusion from mental health (MH) services due to severe physical health problems, learning difficulties, social marginalisation, discrimination or a combination of these factors.

The Project will identify barriers, which beneficiaries face in their engagement with MH services and together will formulate individualised strategies to facilitate their access to mainstream health services. This will increase beneficiaries' confidence and independence, empowering them to make positive choices and engage with services on their own terms.

The long-term beneficiaries will be invited to lead Peer Support Group meetings, sharing their experiences of engaging with MH services. This will help to reduce stigmatisation of MH issues within the Roma community and enhance Roma voice and representation to health professionals invited to these meetings thus increasing their level of awareness of inequalities, needs and culture of their Roma patients.

**How do you know there's a need for this work?**

Research reveals that life expectancy in Roma communities is 12 years lower than the population averages with higher rates of chronic illness, anxiety and depression. Our mental health (MH) advocacy work reveals disproportionately high rates of MH issues amongst Roma community members, i.e.:

- 55% of beneficiaries suffer from depression (compared with 20% incidence rate in Britain);
- 32% suffer from anxiety (compared with 20% incidence rate in Britain);
- 23% suffer from schizophrenia/ psychosis (compared with 1% incidence rate in Britain).

Our beneficiaries report on barriers in accessing MH services, including: language barriers, limited understanding of health services, and health professionals' limited awareness of Roma cultural attitudes towards MH.

In two years of our current Project, we exceeded the target numbers of Roma beneficiaries by 135% and health professionals by 332%.

58% of beneficiaries stated that the Project has helped them overcome their reluctance to engage with MH services.

**How will the work be delivered - specifically, what will you do?**

The Project team (Coordinator, 2 MH Advocates and 2 Volunteers) will deliver:

- 1-2-1 MH advocacy;
- Peer Support Group meetings;
- Training and support for MH professionals.

MH advocates will support 70 beneficiaries annually to explore their MH concerns, facilitate access to health services and ensure beneficiaries' satisfaction with the support offered through health services.

Monthly Peer Support Group meetings will engage 30 beneficiaries annually in guided discussions about MH issues, treatment options and coping strategies.

The Project will provide direct support and two Roma Health Awareness training sessions annually to 30 MH professionals working with Roma patients.

The Project will produce/ distribute two leaflets:

- For professionals ? to provide an overview of Roma cultural attitudes to MH, barriers to

effectively engaging with MH services and best practice tips for working with Roma patients;  
- For beneficiaries ? to provide an overview of MH concerns and MH services.

### **Why are you the right organisation to do this work?**

The RSG is Roma-led and has 20 years of experience of working with Roma migrant communities in London.

We have developed a trust-based relationship with the community that is disadvantaged, marginalised and distrustful of public services, and our consultations with beneficiaries enabled us to develop appropriate, specialist responses, which incorporate sensitivity to Roma cultural values.

We have built a wealth of expertise/ specialism, including:

- Knowledge of the main causes behind multiple inequalities and barriers experienced by Roma refugees and migrants;
- Awareness of cultural taboos, which impact on Roma health awareness and their access to health services;
- Understanding of how Roma history and anti-Roma discrimination affect their integration with the mainstream society;
- Linguistic expertise.

The attentiveness to language and culture is vital, as stigmatisation of mental health issues within Roma culture can create substantial barriers to accessing mainstream services if culturally appropriate support is not available.

### **How does your work complement and not duplicate other services within your area?**

The Project works alongside mental health services to foster improved communication and understanding between Roma patients and mental health professionals, but as it does not provide psychological therapies and thereby does not replicate the work of mental health services, such as Talking Therapies, Improving Access to Psychological Therapies (IAPT) services, Community Recovery Teams, Child and Adolescent Mental Health Services (CAMHS), Coborn Centre for Adolescent Mental Health, etc.

By focusing specifically on the needs of the Roma community, the Project provides a unique, specialist and culturally appropriate advocacy service. We also work in partnership with local Healthwatch advocates (who provide general health care complaints advocacy), mutually accepting referrals and providing information in our respective areas of expertise.

**How will this proposal meet the Programme Outcome(s) under which you are applying?**

Re: Londoners experiencing inequality or disadvantage are supported to become more independent.

To foster beneficiaries' independence, mental health (MH) advocacy enables beneficiaries to voice their MH concerns and identify pathways to specialist support. Once beneficiaries have overcome the initial hurdle of establishing contact with MH services, we then focus on building their knowledge of the ways in which services operate and provide them with strategies for communicating with professionals. Beneficiaries thus gain confidence in approaching services and develop independence in maintaining meaningful engagement.

Re: Vulnerable and disadvantaged Londoners are more resilient and empowered to make positive choices.

Our advocacy sessions and Peer Support programme facilitates discussions about MH, which is stigmatised within Roma culture, thus helping beneficiaries to feel less isolated and enabling them to learn from each other. These discussions help MH to gain acceptability as a topic within Roma public discourse, and empower beneficiaries to make positive choices.

**How will you ensure that your project will hear and represent the views and needs of disadvantaged people and/or diverse communities?**

Our Peer Support programme, facilitated by bilingual MH advocates, provides a regular opportunity for beneficiaries to share their views on their engagement with health services and MH issues. The Project team utilises this information in MH advocacy and represents beneficiaries' views and needs during our work with health service providers via training sessions for health professionals and strategic meetings with health decision-makers.

The Project holds quarterly Steering Group meetings, which are designed to explore beneficiaries' views on the effectiveness of Project activities and suggestions for further development.

Beneficiaries are regularly encouraged to share their comments verbally and complete feedback forms (which measure their satisfaction with Project activities) and satisfaction surveys (which measure their satisfaction with the MH services that they are using). The Project team develops our activities based on beneficiaries' feedback and informs health professionals of beneficiaries' views on their services, providing constructive suggestions for more effective engagement.

**How does your project engage and empower individuals and/or communities to come together on this issue? Will you be working with people who are particularly excluded?**

The Project empowers Roma refugees and migrants, who are amongst the most excluded groups in the UK, to voice their mental health concerns to health professionals. This has become apparent during our Peer Support programme, through which we invite mental health professionals to attend our monthly group meetings, allowing beneficiaries to engage with them in a familiar environment.

During these meetings, beneficiaries have displayed unprecedented openness in disclosing mental health concerns and requesting further professional support. Our Peer Support programme provides a powerful means of fostering engagement between Roma communities and mental health professionals, allowing these socially distant groups to engage in productive dialogue and mutual learning.

For highly marginalised Roma migrants, this is vital in empowering them to discuss mental health that is stigmatised within Roma culture, take charge of their mental health situations and provides a 'human face' to otherwise intimidating services.

**Is the focus of your project meeting an already identifiable need (acute or otherwise) or are there elements which are preventative and/or incorporate early action?**

As the Project has revealed high rates of mental health (MH) issues in the Roma community, our delivery incorporates an early action approach, which involves proactive outreach seeking to identify need and ensure support before problems become more severe.

Furthermore, our Peer Support programme creates a culturally-appropriate space for beneficiaries to voice their concerns, learn about MH issues, which helps to reduce stigma attached to this topic in Roma culture. Many participants of our monthly Peer Support Group meetings progress to self-refer themselves or their family members to our MH advocacy support.

The Project takes a preventative role in equipping beneficiaries with Information about MH issues/ services. Our leaflets outline the common MH issues, treatment options and methods for coping with mental distress. This, combined with information delivered via our Peer Support programme, alerts beneficiaries to early warning signs of MH issues and enables them to take action.

**Who might you need to work closely with in delivering this project - whether before, during or afterwards?**

Much of the Project's 1-2-1 health advocacy work involves close working relationships with psychologists and therapists working for primary mental health services (e.g. Talking Therapies). In more intensive cases, we engage with Assessment Teams and Community Recovery Teams within secondary mental health services, ensuring that beneficiaries are satisfied across all levels of secondary mental health care provision.

When planning professional Involvement in Peer Support Group meetings, agencies, such as the People Participation Lead at East London Foundation Trust (ELFT), Clinical Leads at Waltham Forest IAPT and Engagement Officers at Healthwatch Newham have assisted in identifying professionals to deliver awareness sessions on beneficiaries' areas of concern.

East London Foundation Trust, Newham Clinical Commissioning Group (CCG) and the Practice Managers' Forum are also instrumental in helping us to promote our training sessions for health professionals.

**Our aim as a funder is to help people move positively between any of the four stages of Surviving, Coping, Adapting and Thriving. For your project at which of these stages will most people begin their journey?**

Most beneficiaries would be at the stage of 'Surviving' when they first access the Project. Roma migrants and refugees are among the most socially excluded minority groups in the UK, subject to neglect, criminalisation and violation of their rights. Their experience of inequalities, discrimination and exclusion from support services creates feelings of isolation in the community.

Roma individuals experiencing mental health issues are amongst the most disadvantaged, as a combination of cultural and systemic barriers to mental health services restricts access to vital support. By supporting beneficiaries to access mental health services and develop their individual understandings of mental health issues, the Project initially helps them move towards the 'Coping' stage.

As our Project work progresses and beneficiaries are empowered to voice their concerns, engage and communicate with health professionals about their distinct needs, thus optimising their contact with mental health services, they move steadily toward 'Adapting' stage.

**Will there be any elements of this project that will help you or your beneficiaries to reduce your environmental footprint?**

The Project team will be involved in day-to-day implementation of our Environmental Policy via:

- ? Promoting the reduction, reuse and recycling of waste materials from our office to conserve resources;
- ? Seeking to reduce energy consumption through turning off lights, computers and printers whenever not in use;
- ? Minimising the use of paper by printing only if necessary, photocopying on two sides and recycling all paper products;
- ? Reusing all stationary products as much as possible;
- ? Promoting the use of environmentally friendly forms of transport by staff, volunteers and beneficiaries;
- ? Using china plates, cups and metal cutlery during our monthly Peer Support Group's meetings;
- ? Taking part in regular reviews and setting new targets to reduce any environmental impacts caused by our activities.

**What are the main activities or outputs you want to deliver?**

1-2-1 mental health advocacy sessions will be delivered for 125 different beneficiaries over two years, focusing on their mental health concerns, options for managing them and co-developing action plans, i.e. access to services and communication strategies with health professionals.

Peer Support Group meetings will be delivered for 55 different beneficiaries over two years to explore mental health issues, treatment options and coping strategies. Mental health professionals will attend some meetings while long-term beneficiaries will be invited to lead the discussions.

Training for mental health professionals ? four training sessions for 60 health professionals will be delivered over two years to explore culture, history, barriers, inequalities and health needs of Roma communities, and how these factors influence community's perceptions of mental health and access to services.

**What 3 main differences or outcomes do you hope the activities you have described above will achieve?**

Roma refugees and migrants are empowered to make positive choices regarding their mental health through developing greater understanding of mental health issues and relevant services.

Roma refugees and migrants become more independent in maintaining meaningful engagement with mental health services through gaining increased level of satisfaction and trust in mental health services.

Mental health professionals develop an increased awareness of Roma culture and Roma patients' specific needs and barriers to engagement.



## Funding required for the project

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

Expenditure heading	Year 1	Year 2	Year 3	Year 4	Year 5	Total
Roma Mental Health Advocacy Project Coordinator (21 hrs per week) - Salary	0	0	0	18,388	18,756	37,144
Roma Mental Health Advocates (two part-time posts, 7 hrs per week) - Salary	0	0	0	10,411	10,619	21,030
Project Management	0	0	0	2,083	2,124	4,207
Volunteer Expenses (Travel Cost)	0	0	0	800	816	1,616
Staff & Volunteer Training	0	0	0	900	918	1,818
Project Publicity/ Leaflets (Printing Costs)	0	0	0	670	683	1,353
Project Evaluation	0	0	0	0	2,000	2,000
Financial Admin & Management	0	0	0	2,462	2,511	4,973
Overheads (e.g. rent, stationary, telephone, IT, photocopies, post, insurance, audits, DBS, refreshments)	0	0	0	5,235	5,340	10,575
<b>TOTAL:</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>40,949</b>	<b>43,767</b>	<b>84,716</b>

### What income has already been raised?

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

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

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

### How much is requested from the Trust?

<b>Expenditure heading</b>	<b>Year 1</b>	<b>Year 2</b>	<b>Year 3</b>	<b>Year 4</b>	<b>Year 5</b>	<b>Total</b>
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## Who will benefit?

How many people will directly benefit from the grant per year? <b>70</b>
In which Greater London borough(s) or areas of London will your beneficiaries live? <b>London-wide</b>
Does this project specifically target any groups or communities?
This project will specifically work with the following age groups: <b>0-15</b>
This project will specifically work with the following gender groups: <b>Male</b>
This project will specifically work with the following ethnic groups: <b>Gypsies, Roma or Travellers</b>
If Other ethnic group, please give details:
This project will specifically work with Deaf and disabled people: <b>No</b>
This project will specifically work with LGBTQI groups: <b>No</b>

This project will specifically work with other groups or communities:

How will you target the groups/communities you have identified? What is your expertise in providing services for these groups?

**We have 20 years' experience of engaging and providing advocacy services to Roma refugees and migrants. We are well-known and trusted within the community, and for many beneficiaries we are the only support service they can access.**

Are there any groups or communities you think your organisation will find hard to include through this project?

**No**

If yes, please specify which groups or communities? Where possible using the categories listed above.

If yes, what steps will you take to make your services accessible to and meet the needs of the groups/communities you have identified?

### **Declaration**

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

Please confirm: Yes      Full Name: **Sylvia Ingmire**

Role within                      **CEO**  
Organisation: