



The City Bridge Trust Committee

- Date:** THURSDAY, 10 JANUARY 2013
- Time:** 1.45 pm
- Venue:** COMMITTEE ROOMS, WEST WING, GUILDHALL
- Members:** Deputy Billy Dove (Chairman)
Deputy Wendy Mead (Deputy Chairman)
Deputy Ken Ayers (Chief Commoner)
John Bird
Ray Catt
Alderman Alison Gowman
Deputy Revd Stephen Haines
Michael Henderson-Begg
Alderman Peter Hewitt
Vivienne Littlechild
Deputy Edward Lord
Jeremy Mayhew
Deputy Joyce Nash
Ian Seaton
The Rt Hon the Lord Mayor Alderman Roger Gifford (Ex-Officio Member)

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Lunch will be served for Members in the Guildhall Club at 1pm

John Barradell
Town Clerk and Chief Executive

AGENDA

Part 1 - Public Agenda

1. **APOLOGIES**
2. **MEMBERS' DECLARATIONS UNDER THE CODE OF CONDUCT IN RESPECT OF ITEMS ON THE AGENDA**
3. **MINUTES**
To agree the public minutes and summary of the meeting held on 29 November 2012 (copy attached).

For Decision
(Pages 1 - 10)
4. **OUTSTANDING ITEMS**
Report of the Town Clerk (copy attached).

For Information
(Pages 11 - 14)
5. **TERMS OF REFERENCE**
In accordance with the Order of the Court of 6 December 2012, the Committee is invited to review their terms of reference prior to their submission to the Court at its meeting in April 2013.

For Decision
(Pages 15 - 16)
6. **REVENUE BUDGETS - 2013/14**
Joint report of the Town Clerk and Chamberlain (copy attached).

For Decision
(Pages 17 - 22)
7. **PROGRESS REPORT AND EVENTS**
To receive a progress report of the Chief Grants Officer (copy attached).

For Information
(Pages 23 - 34)
8. **GRANT APPLICATIONS**
To consider the Chief Grants Officer's reports on grant recommendations, as follows (copies attached):-

For Decision

 - a) **Introductory Paper** (Pages 35 - 42)
 - b) **Grant Recommendations and Assessments** (Pages 43 - 256)

<u>Annex</u>	<u>Organisation</u>	<u>Recommended Grant</u>	<u>Page</u>
1	Cricket for Change	£120,000	45
2	National Council for Voluntary Organisations	£50,000	55
3	Hackney Quest	£120,000	65
4	Age UK London	£67,000	75
5	Human Trafficking Foundation	£120,000	85
6	Bankside Open Spaces Trust	£48,980	96
7	London Wildlife Trust	£43,770	105
8	St Luke's Trust	£49,920	114
9	Sustain (Alliance for Better Food and Farming)	£49,920	124
10	Rethink Mental Illness	£39,000	134
11	Alzheimer's Society	£120,000	144
12	Camden Carer's Centre	£96,000	155
13	Eye Music Trust	£87,500	165
14	Hackney Caribbean Elderly Association	£53,150	175
15	National Autistic Society	£81,000	186
16	Richmond Advice and Information on Disability (RAID)	£71,880	197
17	Sense	£71,400	207
18	Charlie Chaplin Adventure Playground	£126,600	218
19	Khulisa	£90,000	229
20	Hammersmith & Fulham Volunteer Centre	£150,000	239
21	Strategic Initiative: Charterhouse/Museum of London	£152,000	249

- c) **Grants Recommended for Rejection** (Pages 257 - 264)
- 9. To consider reports of the Chief Grants Officer as follows (copies attached):-
 - a) **Withdrawn and Lapsed Applications** (Pages 265 - 268)
 - b) **Grants Approved Under Delegated Authority** (Pages 269 - 270)
 - c) **Reports on Monitoring Visits** (Pages 271 - 276)
- 10. **QUESTIONS ON MATTERS RELATING TO THE WORK OF THE COMMITTEE**
- 11. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS TO BE URGENT**
- 12. **EXCLUSION OF THE PUBLIC**
MOTION – That under Section 100A(4) of the Local Government Act 1972, the public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in Part I of Schedule 12A of the Local Government Act.

Part 2 - Non-Public Agenda

- 13. **NON-PUBLIC MINUTES**
To agree the non-public minutes of the meeting held on 29 November 2012 (copy attached).

For Decision
(Pages 277 - 278)
- 14. **SOCIAL INVESTMENT BOARD UPDATE**
Report of the Chief Grants Officer (copy attached).

For Information
(Pages 279 - 282)
- 15. **QUESTIONS ON MATTERS RELATING TO THE WORK OF THE COMMITTEE**
- 16. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT AND WHICH THE COMMITTEE AGREE SHOULD BE CONSIDERED WHILST THE PUBLIC ARE EXCLUDED**

THE CITY BRIDGE TRUST COMMITTEE

29 November 2012

MINUTES OF THE MEETING OF THE CITY BRIDGE TRUST COMMITTEE HELD AT GUILDHALL, EC2 ON THURSDAY, 29 NOVEMBER 2012 AT 1:45PM.

Present

Members:

Deputy Billy Dove (Chairman)
Deputy and Sheriff Wendy Mead (Deputy Chairman)
Deputy Ken Ayers, the Chief Commoner
Ray Catt
Alderman Alison Gowman
Vivienne Littlechild
Jeremy Mayhew
Ian Seaton

Officers:

Greg Moore	- Town Clerk's Department
Steve Reynolds	- Chamberlain's Department
Clare Thomas	- Chief Grants Officer
Sandra Davidson	- The City Bridge Trust
Jenny Field	- The City Bridge Trust
Stewart Goshawk	- The City Bridge Trust
Jemma Grieve Combes	- The City Bridge Trust
John Merivale	- The City Bridge Trust
Ciaran Rafferty	- The City Bridge Trust
Tim Wilson	- The City Bridge Trust
Liz Skelcher	- Economic Development Office
Susanna Lascelles	- Public Relations Office

Also Present:

Representatives from the following organisations, whom the Chairman welcomed to the meeting, were also present:-

- Migration Museum Project (**Annex 4**)

1. APOLOGIES

Apologies for absence were received from John Bird, Deputy Revd Stephen Haines, Michael Henderson-Begg, Alderman Peter Hewitt, Deputy Edward Lord, and Deputy Joyce Nash.

2. DECLARATIONS BY MEMBERS OF PERSONAL OR PREJUDICIAL INTERESTS IN RESPECT OF ITEMS TO BE CONSIDERED AT THIS MEETING

There were none.

3. MINUTES

The public minutes and summary of the meeting held on 27 September 2012 were approved, subject to it being noted that Deputy Mead's term of office as Sheriff had ceased by the date of the meeting.

MATTERS ARISING

(1) **London Air Ambulance** (p3) – As suggested at the previous meeting, it was confirmed that the helicopter had only been painted very recently following the withdrawal of sponsorship from Virgin and that there would be a prohibitively high cost associated with any re-spray. Further, given the wide range of sources from which the organisation received funding, to include the logos of all funders would be impractical. The Deputy Chairman also noted that, in any case, the Trust's funding was for a Patient Liaison Nurse and not the helicopter itself.

4. OUTSTANDING ITEMS

The Committee received a report of the Town Clerk identifying those items raised at meetings of the Committee that required further action by officers.

It was noted that the application from the Rugby Football Foundation was on today's agenda as recommended for rejection, with fuller reasons for the recommendation listed. Members were also advised that discussions had taken place with the Shakespeare Globe Trust with regard to their application, and officers were waiting to see if a revised application would now be submitted.

RESOLVED: That the contents of the report be noted.

5. PROGRESS REPORT AND EVENTS

The Committee received the regular progress report of the Chief Grants Officer which highlighted the various activities that were on-going or had recently concluded.

The Chairman took the opportunity to inform Members that the Trust had recently won the award for "Best Annual Report - non-profit/public sector" at the CorpComms award ceremonies, and congratulated officers on their success.

In response to a question about the Wembley National Stadium Trust (WNST), it was advised that the first grants programme was now open for applications and grants would be considered by the WNST Board in January.

RESOLVED: That the contents of the report be noted.

6a. GRANT APPLICATIONS

The Committee considered a report of the Chief Grants Officer, introducing the grants programmes and stating that a total of thirty-four applications would be dealt with at the meeting, of which four were strategic initiatives, fourteen were recommended for grants and ten recommended for rejection, with two having been withdrawn. Four grants were also noted as having been approved under delegated authority.

RESOLVED: That the contents of the report be noted.

6b. GRANT RECOMMENDATIONS AND ASSESSMENTS

The Committee considered a report of the Chief Grants Officer recommending grants to organisations.

During consideration of the applications before the Committee, the following comments were made by Members of the Committee and relevant officers:

- In respect of the application at Annex 1 (Guildhall School Trust), a Member expressed a slight reservation as to the legal advice provided, particularly in light of some confusion which appeared to exist within the application form surrounding the numbers of staff and the property owned, which hinted at some confusion on the position between the Guildhall School Trust and the Guildhall School of Music & Drama itself. It was asked if definite assurances could be sought and obtained prior to the release of funds, and authority was subsequently delegated to the Town Clerk, in consultation with the Chairman and Deputy Chairman, to approve the grant following the receipt of these reassurances from the Comptroller & City Solicitor's Department.
- At Annex 2 (Deafinitely Theatre), a Member noted that the Management Committee of the applicant was composed of four individuals and also that three of the applicants' Trustees had recently changed and sought assurances that the governance of the organisation was sufficiently stable. The Grants Officer clarified that organisations often had a larger number of Trustees from which a smaller Management Committee was drawn and undertook to explore the issue and report back to the Member. The grant was subsequently approved subject to this check proving satisfactory.
- In response to a Member's query at Annex 4 (Migration Museum Project), the Grants Officer informed the Committee that the applicant had recently received confirmation of funding from the Esmée Fairbairn, Rayne, and Rothschild Foundations. There had only been one full-time employee of the organisation to date with a strong Management Committee in place to prepare for a launch once sufficient funding had been secured, and now that this was in place, the organisation was able to expand.
- A condition was placed upon the grant to the applicant at Annex 8 (Soil Association), making it subject to the receipt of the latest signed accounts.
- A typographical error was noted at Annex 9 (UP Project), with the Grants Officer advising that the missing words at the end of the first paragraph on page 118 should read "additional benefits." It was also noted that Alderman Alison Gowman had attended the assessment visit with the Grants Officer, and the Chairman thanked her for her input.
- The Chairman advised that the application at Annex 10 (Charlie Chaplin Adventure Playground) had been deferred and would be considered at the January meeting.
- In reference to Annex 12 (Reach Volunteering), a Member expressed concerns with regard to the significant deficit incurred by the applicant for the year ending 31 December 2011, and also noted that the organisation's lease

on its accommodation was due to expire in 2015. The Grants Officer advised that he was confident that the applicant would renew the lease on its current property prior to expiry and gave assurances that the issue would be monitored. With regard to the deficit, he reassured Members that the organisation had been subject to significant scrutiny from himself and the Chamberlain, who were satisfied that the recent introduction of a new senior management team combined with a reduction made in the number of full-time staff employed would lead to annual surpluses being generated in the near future.

- The Chairman noted that Vivienne Littlechild had attended the assessment visit in respect of the application at Annex 15 (Calthorpe Project) and thanked her for her involvement.
- A minor amendment to the recommendation at Annex 16 (Jobs in Mind) was made, noting that the funding should be “towards” the salary of the post, and not “for” the salary.

RESOLVED: That the following grants be approved:-

<u>Annex Number</u>	<u>Organisation (and Borough that Benefits)</u>	<u>Grant Approved</u>
Category: Accessible London		
1.	Guildhall School Trust (London-wide)	£370,200 towards the disability access elements of the capital development costs of Milton Court, subject to the receipt of satisfactory legal advice from the Comptroller & City Solicitor.
Category: Accessible London – Arts & Sports		
2.	Deafinitely Theatre (London-wide)	£150,000 over three years (3 x £50,000) towards the costs of a programme developing the talents of deaf people within the theatre, subject to the organisation’s management structure being confirmed.
Category: Bridging Communities		
3.	Fight for Peace (Newham, Waltham Forest, Barking & Dagenham, Tower Hamlets)	£140,000 over three years (£45,300; £46,700; £48,000) towards the salaries of a Youth Programme Co-ordinator and Project Manager with associated running and overhead costs.
4.	Migration Museum Project (London-wide)	£50,000 over two years (2 x £25,000) towards the costs of two full-time salaries delivering an education programme.
5.	Wigmore Hall Trust (Westminster)	£52,000 over three years (£16,500; £17,500; £18,000) towards the Community Chamber Music Programme.

Category: Improving Londoners' Mental Health

6. Roundabout (Several London boroughs) £90,000 over three years (3 x £30,000) towards the salary and related costs of the full-time Administrator.
7. River Thames Boat Project (Several London boroughs) £86,000 over 3 years (£24,000; £29,500; £32,500) towards the costs of a part-time Co-ordinator developing an environmental education programme in several London boroughs.

Category: London's Environment

8. Soil Association (Several East London boroughs) £50,000 for continuation of the Farm Academy project in London for a third and final year, conditional upon a satisfactory report on Year 2 of the existing grant and the receipt of the latest signed accounts,
9. UP Project (Several London boroughs) £90,000 over three years (3 x £30,000) towards a programme of environmental education activities on the floating cinema, subject to the receipt of a satisfactory work schedule for the first year.

Category: Positive Transitions to Independent Living

10. Charlie Chaplin Adventure Playground N/A (this application was deferred).
11. Trinity Community Centre (Several London boroughs) £88,000 over 3 years (£28,550; £29,350; £30,100) towards a part-time (22.5 hours per week) caseworker to provide advocacy and support for refugees and asylum seekers leaving care, conditional upon the organisation formally agreeing a reserves policy.
12. Reach Volunteering (London-wide) £120,000 over three (3 x £40,000) towards the costs of delivering the TrusteeWorks programme for London, with the release of quarterly payments in Year 1 conditional upon receipt of satisfactory management accounts.

Category: Strategic Initiatives

13. i) Association of Charitable Foundations (ACF) £160,000 (£47,000, £56,000, £57,000) to be costed against the budget for Strategic Initiatives 2012/13 to co-ordinate and communicate City Philanthropy; to continue to manage the City Philanthropy website; and to extend the development of City Philanthropy.
- ii) The Funding Network £30,000 (3x£10,000) to run two City Funding Network events per annum over three years, to be costed against the

budget for Strategic Initiatives 2012/13.

iii) Young Philanthropy £41,000 (£17,250, £14,000, £7,750) to develop philanthropy syndicates in the City over three years, to be costed against the budget for Strategic Initiatives 2012/13.

14. NCVO & VE Merger £50,000 towards the due diligence and associated costs of the merger of the National Council for Voluntary Organisations and Volunteering England, to be costed against the Strategic Initiatives 2012/13 budget.

Category: Growing Localities – Growing & Greening

15. Calthorpe Project (£31,700 over two years (£15,690; £16,010) to meet the salary and running costs of the Community Food Growing Project.)
(Camden)

16. Jobs in Mind (£50,000 over two years (2 x £25,000) towards the salary of a full-time Project Co-ordinator to run and expand the Urban Growth Project.)
(London-wide)

6c. GRANTS RECOMMENDED FOR REJECTION

The Committee considered a report of the Chief Grants Officer recommending ten grant applications in the Working with Londoners programme be rejected for the reasons identified in the schedule attached to the report.

RESOLVED: That the grant applications detailed in the schedule attached to the report be rejected.

7a. WITHDRAWN & LAPSED APPLICATIONS

The Committee received a report of the Chief Grants Officer detailing two applications that had been withdrawn.

RESOLVED: That the contents of the report be noted.

7b. GRANTS APPROVED UNDER DELEGATED AUTHORITY

The Committee received a report of the Chief Grants Officer advising Members of four grants, totalling £71,020, which had been approved under delegated authority since the last meeting of the Committee as follows:

- **Mapping for Change** - £4,320 for a London-wide educational and awareness event on air pollution, subject to sight of satisfactory draft management accounts for the current year.
- **Kongolese Children's Association** - £25,000 over two years (£12,500; £12,500) for the provision of English teaching, incorporating English through employment training, for women from minority communities.
- **Kainos Community** - £21,000 for a third and final year towards salary and project costs of a rehabilitation and resettlement programme for prisoners on indeterminate sentences held at HMP Swaleside.

- **Bermondsey Artists' Group** - £20,700 over two years (£10,000; £10,700) to meet the salaries and associated running costs of weekly "Grow to Sell" gardening session

RESOLVED: That the contents of the report be noted.

7c. REPORTS ON MONITORING VISITS

The Committee received a report of the Chief Grants Officer relative to two visits that had been undertaken.

RESOLVED: That the contents of the report be noted.

8. CITY OF LONDON CORPORATION'S EMPLOYABILITY PARTNERSHIP

The Committee considered a report of the Chief Grants Officer concerning the establishment of an employability initiative in partnership with Central London Forward to be aimed at providing a flexible menu of joined-up, cross-borough provision able to meet the needs of both employers and unemployed people across Borough boundaries in Central London.

Members were advised that the suggestion for the scheme had arisen from discussions at the Resource Allocation Sub-Committee Away Day, where it had been suggested by a Member as an additional piece of work that could be done on top of the "NEET" offer to enhance the employability work done by Central London Forward. It was confirmed that Central London Forward staff were based in the Corporation's Economic Development Office so good links were in place, and assurances were given that the Department of Community & Children's Services had been involved in the drafting of the report.

RESOLVED: That, subject to the concurrence of the Policy & Resources and Finance Committees and the Court of Common Council, approval be given to the approach outlined in the report for a new employability initiative for Central London, the City and neighbouring boroughs.

9. REVIEW OF CITY BRIDGE TRUST'S COMMUNICATIONS PLAN

The Committee considered a joint report of the Chief Grants Officer and the Director of Public Relations setting out the Trust's Communications Plan and progress achieved since April 2012, as well as presenting the ways in which it was intended to measure and report the impact of publicity in future.

A Member stressed the importance of publicity, suggesting that the correct use of media could help increase readership of the Trust's work, thereby increasing awareness of the Trust and encouraging an increased number of applications from those charities who might not have previously been aware of its existence.

In respect of measuring the success and impact of publicity, it was observed that it would be beneficial to discover what media the objects of any research viewed or read so that the Trust could tailor and target its media activities appropriately.

Discussion took place over whether or not it would be more appropriate to focus on “old” media, such as print, or whether utilising “new” media such as web publications and social media might be more productive, with the suggestion made that the Trust’s approach could be more innovative through the use of a multimedia approach.

With regard to the use of Twitter, Members were asked to contact the Public Relations Office should they desire any training, and officers were also asked to circulate instructions setting out how Members could set up Google alerts to ensure they received relevant news updates. The Chief Grants Officer also advised the Committee that she was to host a session with those organisations who had been awarded grants under the Growing Localities scheme to discuss the best ways of publicising their activities, and she would provide an update in due course.

RESOLVED: That Members approve the City Bridge Trust’s Communications Plan for 2012 – March 2013 and that thereafter it be reviewed annually.

10. BUSINESS PLAN: QUARTER 2 UPDATE

The Committee received a report of the Chief Grants Officer providing Members with an update on progress made towards achieving the objectives set out in the City Bridge Trust business plan for 2012-13.

With regard to the Key Performance Indicator associated with Learning and Sharing, the Chief Grants Officer advised that it was felt that it would be best to hold off the Annual Conference in the wake of the quinquennial review and instead use the opportunity to link the review’s launch with the Conference.

RESOLVED: That the contents of the report be noted.

11. INTERNAL AUDIT DUE DILIGENCE REVIEW - UPDATE

The Committee received a report of the Chief Grants Officer providing an update on progress made in implementing the recommendations of the Internal Audit’s Due Diligence Review.

It was noted that a fuller report would be presented to the next meeting of the Audit & Risk Management Committee.

RECEIVED.

12. QUESTIONS ON MATTERS RELATING TO THE WORKING OF THE COMMITTEE

There were no questions.

13. ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS TO BE URGENT

There were no urgent items.

14. EXCLUSION OF THE PUBLIC

RESOLVED: - That under Section 100 A (4) of the Local Government Act 1972, the public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in Part I of Schedule 12A of the Local Government Act as follows:-

Item No
15

Exempt Paragraphs
3

15. NON-PUBLIC MINUTES

The non-public minutes of the meeting held on 31 October 2012 were approved.

16. QUESTIONS RELATING TO THE WORK OF THE COMMITTEE

There were no questions.

17. ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT AND WHICH THE COMMITTEE AGREES SHOULD BE CONSIDERED WHILST THE PUBLIC ARE EXCLUDED

There were no urgent items.

The meeting closed at 2.40pm

CHAIRMAN

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Agenda Item 4

Committee: The City Bridge Trust	Date: Thursday 10 January 2013
Subject: Outstanding Actions	Public
Report of: Town Clerk	For Information
<u>Summary</u>	
<p>This report identifies those items raised at meetings of the City Bridge Trust Committee requiring further action by officers. The intention is to allow Members to track more easily progress made and record which outstanding actions have been dealt with.</p> <p>Those items which have arisen in the present financial year have been highlighted in the annex attached to the report; Members are asked to note the progress made to date.</p> <p>Recommendation: Members are asked to note the contents of this report.</p>	

Contact:

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The City Bridge Trust Committee – Outstanding Actions

Item	Action	Officer responsible	Progress to date
1. Shakespeare Globe Trust	At your 27 September 2012 meeting, two applications recommended for rejection were referred back to officers for further consideration. One was resolved at the 29 November 2012 meeting, with it advised that further discussions had taken place with the outstanding organisation.	Chief Grants Officer	A response is awaited from the applicant as to whether or not they wish to revise and proceed with their application.
2. Guildhall School Trust	At your 29 November 2012 meeting, authority was delegated to the Chairman and Deputy Chairman to approve the grant to the Guildhall School Trust following the receipt of satisfactory legal advice.	Town Clerk/Chief Grants Officer	Satisfactory legal advice was consequently sought and received, and the grant approved accordingly.

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The City Bridge Trust Committee

Terms of Reference

- (a) To determine all applications for grants pursuant to the Cy Pres Scheme for the administration of the Charity known as the Bridge House Estates, made by the Charity Commissioners on 9 February 1995 and brought into effect by the Charities (The Bridge House Estates) Order 1995, as respects the following purposes:-
 - (i) in or towards the provision of transport and access to it for elderly or disabled people in the Greater London area; and,
 - (ii) for other charitable purposes for the general benefit of the inhabitants of Greater London;
other than grants above a sum of £500,000.

- (b) Subject to the terms of the Cy Pres Scheme and criteria as to the eligibility and treatment of applications specified from time to time by the Court of Common Council:-
 - (i) to review the criteria referred to above and to make recommendations to the Court of Common Council for changes thereto;
 - (ii) to determine conditions and other requirements to be imposed in connection with grants that are approved;
 - (iii) to consult such persons or bodies and corporate or government departments as may be directed by order of the Charity Commissioners in the course of settling a policy for the application of funds to which the Scheme relates; and,
 - (iv) to review, as necessary, the amounts, nature and spread of grants approved or refused, and the operation of administrative arrangements for the Scheme.

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Agenda Item 6

Committee(s):	Date(s):
The City Bridge Trust Committee	10 January 2013
Subject: Revenue Budgets – 2013/14	Public
Report of: The Chamberlain The Town Clerk	For Decision

Summary

This report provides the annual submission of the revenue budgets overseen by your Committee. In particular it seeks approval to the provisional budget for 2013/14, for subsequent submission to the Finance Committee. The budgets have been prepared within the resources allocated to the Town Clerk and are summarised in the table below.

Table 1 Summary Revenue Budget for the City Bridge Trust Committee	Latest Approved Budget 2012/13 £000	Original Budget 2013/14 £000	Movement £000
Expenditure	18,549	20,205	1,656
Income	(77)	(75)	2
Support Services and Capital Charges	76	69	(7)
Total Net Expenditure	18,548	20,199	1,651

Overall, the budgeted net expenditure for 2013/14 is estimated to be £20.199m, an increase of £1.651m compared with the budget for 2012/13. The main reasons for this net increase are:-

- a new £3.2m grant giving programme for NEETS (young people Not in Employment, Education or Training);
- £1.0m towards a new Employability Partnership with Central London Forward to provide pre-employment training and mentoring for young people (£2.0m in total split equally over 2013/14 and 2014/15); these increases are partly offset by:

- the completion of a one-off grant programme in 2012/13 for £2.0m to mark the occasion of Her Majesty The Queen's Diamond Jubilee in 2012; and
- removal of budgets carried forward from 2011/12 to 2012/13 of £593,000.

Business priorities for the forthcoming year for the City Bridge Trust include promoting and implementing the Trust's Working with Londoners programmes, undertaking the Quinquennial Review and developing proposals to tackle youth unemployment.

Recommendations

The Committee is requested to:

- review the provisional 2013/14 revenue budget to ensure that it reflects the Committee's objectives and, if so, approve the budget for submission to Finance Committee; and
- authorise the Chamberlain to revise these budgets to allow for further implications arising from corporate projects.

Main Report

Introduction

1. A cy près scheme agreed by the Charity Commission in 1995 enabled Bridge House Estates to distribute the Estate's surplus income for charitable purposes across Greater London. The amount available for grants from the surplus income is determined each year by the Policy and Resources Committee.
2. This report sets out the proposed revenue budget for 2013/14. The revenue budget management arrangements:
 - provide a clear distinction between local risk, central risk and recharge budgets;
 - place responsibility for budgetary control on departmental Chief Officers; and
 - apply a cash limit policy to Chief Officers' budgets.

Business Planning Priorities

3. The City Bridge Trust's priorities include:

- The promotion and implementation of the Trust's Working with Londoners programmes, ensuring that the annual grants budget is allocated in full and that the City Bridge Trust Committee receives timely, accurate and high quality reports.
- The Quinquennial Review – commission 'horizon' research, discuss future programmes fully with Members and consult with the wider sector and craft new programmes.
- Strategic initiatives to tackle youth unemployment – additional resources are to be identified to enable the Trust to work with all London's local authorities, London Councils and other partners in order to address the growing problem of youth unemployment.

Proposed Revenue Budget for 2013/14

4. The proposed Revenue Budget for 2013/14 is analysed between:

- Local Risk budgets – these are the budgets deemed to be largely within the Chief Officer's control.
 - Central Risk budgets – these are budgets comprising specific items where a Chief Officer manages the underlying service, but where the eventual financial outturn can be strongly influenced by external factors outside of his/her control or are budgets of a corporate nature (e.g. interest on balances and rent incomes from investment properties).
 - Support Services and Capital Charges – these cover budgets for services provided by one activity to another. The control of these costs is exercised at the point where the expenditure or income first arises as local or central risk.
5. The provisional 2013/14 budgets, under the control of the Town Clerk being presented to your Committee, have been prepared in accordance with guidelines agreed by the Policy & Resources and Finance Committees. These include a general cash limit allowance of 1% covering both employee and non-employee budgets, as well as the proper control of transfers of non-staffing budget to staffing budgets. These budgets have been prepared within the resources allocated to the Town Clerk.

6. The budgets are set out in Table 2. Income and favourable variances are presented in brackets. Only significant variances (generally those greater than £100,000) have been commented on in the following paragraphs.

Analysis of Service Expenditure	Local or Central Risk	Actual 2011-12 £'000	Latest Approved Budget 2012-13 £'000	Original Budget 2013-14 £'000	Movement 2012-13 to 2013-14 £'000	Para-graph Ref
EXPENDITURE						
Employees	L	666	751	753	2	
Transport Related Expenses	L	2	5	4	(1)	
Supplies & Services (note i)	L	166	276	279	3	
Supplies & Services (note ii)	C	18,050	17,498	19,150	1,652	8
Support Services (note iii)	L	0	19	19	0	
Total Expenditure		18,884	18,549	20,205	1,656	
INCOME						
Customer, Client Receipts (note iv)		0	(77)	(75)	2	
Total Income		0	(77)	(75)	2	
TOTAL EXPENDITURE BEFORE SUPPORT SERVICES AND CAPITAL CHARGES		18,884	18,472	20,130	1,658	
SUPPORT SERVICES AND CAPITAL CHARGES						
Central Support Services & Capital Charges		217	240	233	(7)	
Recharges within Fund		(164)	(164)	(164)	(0)	
Total Support Services and Capital Charges		53	76	69	(7)	
TOTAL NET EXPENDITURE/(INCOME)		18,937	18,548	20,199	1,651	

Notes

- (i) Supplies and Services – Equipment, furniture, materials, uniforms, printing, stationary, professional fees, grants & subscriptions.
- (ii) Supplies and Services – This relates entirely to the grants budget.
- (iii) Support Services – The support costs associated with administering the Wembley National Stadium Trust.
- (iv) Customer, Client Receipts – Relates to the contract income for administering the Wembley National Stadium Trust.

7. Overall there is an increase of £1.651m between the 2012/13 latest approved budget and the 2013/14 provisional budget. This movement largely relates to an increase in supplies and services (central risk) expenditure of £1.652m which is due to:
- i) a new grants initiative for NEETS (young people Not in Employment, Education or Training) of £3.2m;
 - ii) funding of £1.0m (£2.0m in total split equally over 2013/14 and 2014/15) towards an employability initiative in partnership with Central London Forward. Referred to as the Employability Partnership, it aims to provide pre-employment training and mentoring for young people; partly offset by:
 - iii) removal from the budget of a one-off additional grants programme of £2.0m in 2011/12 to mark the occasion of Her Majesty The Queen’s Diamond Jubilee; and
 - iv) removal from the budget of a one-off carry forward of £593,000 from 2011/12 to 2012/13.
8. Analysis of the movement in manpower and related staff costs is shown in Table 3 below.

Table 3 Manpower Statement	Latest Approved Budget 2012/13		Original Budget 2013/14	
	Manpower Full-time equivalent	Estimated cost £000	Manpower Full-time equivalent	Estimated cost £000
Administrative Staff - CBT	13.4	681	13.8	693
Administrative Staff – WNST	0.9	47	0.9	48
Agency Staff		6		0
Training and Recruitment Advertising		17		12
TOTAL EMPLOYEE COSTS	14.3	751	14.7	753

Potential Further Budget Developments

9. The provisional nature of the revenue budgets particularly recognises that further revisions may arise from the necessary realignment of funds resulting from corporate projects including;
- on-going PP2P reviews;

- the implementation of the City of London Procurement Service; and
- central and departmental support service apportionments.

Revenue Budget 2012/13

10. The forecast outturn for the current year is in line with the latest approved budget of £18.548m.

Contact Officers:

Town Clerks Department:

Jenny Field (Deputy Chief Grants Officer): Jenny.Field@cityoflondon.gov.uk

Chamberlain's Department:

Steven Reynolds (Group Accountant): Steven.Reynolds@cityoflondon.gov.uk

Jenna Rigley (Senior Accountant): Jenna.Rigley@cityoflondon.gov.uk

Agenda Item 7

Committee:	Date:
The City Bridge Trust	10 th January 2013
Subject: Progress Report	Public
Report of: Chief Grants Officer	For Information
<u>Summary</u>	
This is a regular Progress Report by the Chief Grants Officer.	
Recommendation	
That you receive this report and note its contents.	

Main Report

1.0 Quinquennial Review

- 1.1 On Monday 17th December officers launched an online consultation with the charitable sector, seeking its input on draft programme priorities which emerged from the discussions held at the Members' Seminar in November. Information about the survey has been emailed to 120 key spokespeople and is being promoted on the City Bridge Trust website as well as through regular 'tweets' via Twitter.
- 1.2 To widen distribution it has been sent for inclusion in newsletters to a number of significant charitable membership bodies including the National Council for Voluntary Organisations, London Voluntary Service Council, Voice4Change England, Women's Resource Centre and the Association of Charitable Foundations. Voluntary Action Islington and the National Deaf Association have also asked to circulate details to their members.
- 1.3 The online survey will close in January 2013. As at 19th December 20 responses had already been received. Final results, together with answers to specific questions raised by Members, will be reported to you in the New Year.

To view the survey visit: www.citybridgetrust.org.uk/survey

2.0 FairPensions' Annual Lecture by Al Gore, Guildhall, 18th March 2013

- 2.1 At its meeting on 25th October, the Court of Common Council agreed that the City of London Corporation will host a lecture at Guildhall, to be given by former U.S. Vice-President Al Gore, on Monday 18th March 2013, at a maximum budget of £32,000. This followed discussions between the City Remembrancer, the City Bridge Trust and FairPensions.
- 2.2 FairPensions (FP) is an educational charity whose objectives concern the promotion of responsible and ethical investment for the public benefit, and related research. You have supported FP with grants totalling £99,300 over three years from April 2008 under your Environment theme, and the funds enabled a programme of engagement with asset managers on the integration of environmental risks in fund management. FP has a number of prominent UK charities amongst their membership, including Christian Aid, CAFOD, Oxfam, WWF and Friends of the Earth; and its recent work on investors' obligations has attracted strong support and praise within and beyond the UK's investment community.
- 2.3 In previous years, FairPensions' Annual lecture has been held in the Grand Committee Chamber of the House of Commons. The Chief executive of FP approached your officers over the possibility of the City's hosting this event at Guildhall, in view of the high status of Al Gore and the opportunity to attract a large audience.
- 2.4 Former Vice-President of the United States, Al Gore, is co-founder and chairman of Generation Investment Management, a partnership that is focused on a new approach to sustainable investing. He is also a Senior Partner with the venture capital firm Kleiner Perkins Caufield & Byers, a member of the board of directors of Apple, and senior adviser to Google.
- 2.5 The guest list, of around 500, will include senior leaders across UK civil society; trustees and senior executives of major charitable trusts in the UK and Europe; representatives from prominent charities and philanthropic trusts; FairPensions members; representatives from UK pension funds, asset management and regulatory authorities; and representatives from the university sector and faith communities. The working title for the lecture is: "A Call to Action for Civil Society: Harnessing Capital Markets for a Sustainable World".
- 2.6 The lecture will conclude with a reception in the Old Library, followed by a private dinner hosted by the City of London Corporation.

3.0 Media Work

3.1 Media work since the last committee meeting has been extensive, with good coverage in both social and mainstream media. The key event was David Weir receiving the Freedom of the City of London in honour of the launch of the City Sporting Chance grants programme which rebranded your existing Accessible Sports programme and which generated coverage as follows:

- ITV
 - A substantial broadcast piece on London Tonight which included interviews with David Weir and the Chairman of the Policy & Resources Committee;
 - Three separate pieces for ITV online – all included name checks for the City, City Bridge Trust and the accessible sport grant programme.
- BBC
 - An online piece which included a name check for the City, City Bridge Trust and the Chairman's quote
- The Mirror
 - An interview piece with David which mentioned the Freedom, the City, CBT and the grants programme.
- Daily Mail
 - An interview piece with David which included a mention and photograph of the Freedom.
- Evening Standard
 - A print piece focused on the Freedom;
 - An online piece which mentions the launch of the £1m sports grant programme by the City Bridge Trust.
- The Independent
- City AM
- Various local, regional and online outlets such as:
 - Politicus
 - London24
 - East London Advertiser
 - YourLocalGuardian
 - EveningNews24
 - Londonist

3.2 There has also been some local media coverage of grants made by your Committee, including the grant to Spice Innovations to develop the London Time Credits model of volunteering.

3.3 Lord Mayor Roger Gifford focused on philanthropy in his City AM column on 11th December. The piece referenced the Beacon Awards, the City of London Corporation's charity The City Bridge Trust, and the City Philanthropy initiative. The Lord Mayor was also interviewed on Radio Four, Radio Five and BBC London TV.

3.4 Some of the best coverage:

<http://www.bbc.co.uk/news/uk-england-london-20574907>

<http://www.itv.com/news/london/update/2012-12-03/paralympics-star-david-weir-gets-another-honour/>

<http://www.cityam.com/the-capitalist/paralympian-david-weir-given-freedom-the-city-london>

<http://www.cityam.com/forum/christmas-the-ideal-time-revive-the-city-s-tradition-charitable-giving>

Social Media

3.5 At your last meeting, when City Bridge Trust's communications plan was discussed, a Member suggested making better use of social media to reach and influence a wider audience. Several members of the team have now been trained in Twitter usage. Martin Hall, Sandra Davidson, Tim Wilson and Clare Thomas have all started to 'tweet', focussing on 'general' City Bridge Trust news, Growing Localities, social investment and overall funding/grant-making issues.

3.6 Social media has been a particular success: one of the tweets sent about the David Weir freedom was re-tweeted 9 times, including by David to his 25k followers, and then again by some of them, resulting in City Bridge Trust itself reaching at least 31,147 people on Twitter. There were over 50 tweets talking about the story in general.

Growing Localities

3.7 Your external press agency Champollion has been working to secure coverage for your £1m horticultural work-training grants funded under your 'Growing Localities' programme. Champollion is currently working with Time Out which is planning to publish a piece on 'insect hotels', including the key messaging about horticultural grants, in the next few weeks.

3.8 Your officers Sandra Davidson and Clare Thomas, and Champollion, ran a training session with the horticultural grantees. Many of the organisations are interested in securing local coverage for the grant.

Champion has developed a draft press release and will work with grantees in the new year to secure local media pieces which will, of course, acknowledge your support.

4.0 Association of Charitable Foundations

- 4.1 Your officer Tim Wilson has been elected to the Board of ACF and attended his first trustee meeting on 11th December. City Bridge Trust has a long-standing involvement in the governance of ACF, and has been a regular and high-profile contributor to the organisation's annual conference.

Clare Thomas, Chief Grants Officer
020 7332 3711
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Report written: 20th December 2012

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THE CITY BRIDGE TRUST

Professional Development Events, Conferences and Seminars Attended 14th November to 16th December 2012

Date	Organisation	Type of Event	City of London's Representative	Location/ Borough	Summary Comments
14.11.12	Association of Charitable Foundations	Training	Jemma Grieve Combes, Grants Officer; Rebecca Jacobi, Grants Administrator	Camden	Specialist training for funders on reading applicant's accounts.
05.12.12	City Bridge Trust	Seminar	Chief Grants Officer; Sandra Davidson, Grants Officer, Rebecca Jacobi; Grants Administrator; Joan Millbank, Consultant	Guildhall	A seminar for the recipients of Horticultural Work Training grants. (please see Chief Grants Officer's Progress Report for more details).
14.11.12	Spare Tyre Theatre	Monitoring Visit	Ciaran Rafferty, Principal Grants Officer accompanied by the Chief Commoner	Oval, SE1	The Chief Commoner accompanied your officer on a monitoring visit to this organisation, the report of which is elsewhere in these papers.
15.11.12	Paul Hamlyn Foundation	Seminar	Tim Wilson, Principal Grants Officer	Islington	A seminar for officers from leading grant-making Trusts with an interest in improving their use of grantee data.
27.11.12	Living Streets	Monitoring Visit	Ciaran Rafferty, Principal Grants Officer accompanied by Alderman Gowman	Tower Hamlets	Alderman Gowman accompanied your officer on a monitoring visit to this organisation.

30.11.12	National Autistic Society	Assessment Visit	Jenny Field, Deputy Chief Grants Officer accompanied by Jeremy Mayhew	City Road, EC1	Mr Mayhew accompanied your officer on this monitoring visit.
30.11.12	Disabled People's Contact	Monitoring Visit	Tim Wilson, Principal Grants Officer accompanied by Mr Seaton	Greenwich	Mr Seaton accompanied your officer on this monitoring visit.
04.12.12	Community Links Bromley	Funding Fair	John Merivale, Grants Officer	Bromley	A presentation on how to make good applications, alongside officers from HLF, Community Fund, Catalyst and Bromley Arts. Attended by approx. 40 local group reps. – appreciative feedback.
04.12.12	Green Alliance	Report launch	John Merivale, Grants Officer	Westminster	'Towering Ambitions' is a project to transform high rise housing into sustainable homes. The launch of a report and toolkit was accompanied by presentations from a panel including Anne Power, Professor of social policy and head of LSE housing and communities.
11.12.12	New Bridge Foundation	Monitoring Visit	Ciaran Rafferty, Principal Grants Officer accompanied by Mrs Littlechild	Westminster	Mrs Littlechild accompanied your officer on this monitoring visit, the report of which is elsewhere in these papers.
13.12.12	Association of Charitable Foundations	Seminar	Tim Wilson, Principal Grants Officer	Camden	A meeting of grant-making Trusts working on a new programme called 'Inspiring Impact'

**General Events and Receptions
Attended 14th November to 16th December 2012**

Date	Organisation	Type of Event	City of London's Representative	Location/ Borough	Summary Comments
18.12.12	Changing Faces	Monitoring Visit	John Merivale, Grants Officer, with Deputy Joyce Nash and Deputy Chairman Wendy Mead	Westminster	These two CBT Committee Members accompanied your officer on a visit to this organisation which does excellent therapeutic work for people affected by disfigurements.
14.11.12	Prisoners Abroad	Annual Reception	The Chairman; Several Members; Chief Grants Officer	Foreign and Commonwealth Office, London SW1	An annual reception to thank their funders; hosted by the Foreign and Commonwealth Office.
16.11.12	Rambert Dance	Topping Out Ceremony	The Chairman	South Bank, Upper Ground, London SE1	CBT has helped Rambert Dance with a grant for access facilities in their new Headquarters behind the Royal Festival Hall. The Chairman was a guest of honour at the topping out ceremony.
19.11.12	The Reading Agency	10 th Birthday Celebration	Chief Grants Officer	The British Library	An opportunity for the Reading Agency to say thank you to their funders and to share the highlights of their achievements and their vision for the future.
22.11.12	Helen Hamlyn Trust	Nurturing Innovation – The first 10 Years of the Trust	Chief Grants Officer	London SW3	An evening at Helen Hamlyn's home, celebrating the first ten years of the Trust and introducing funders to the people who have made the projects supported by the Trust such a success.
23.11.12	Cabinet Office	Launch	Tim Wilson, Principal Grants Officer	Admiralty House, Whitehall	The launch of Government's new £20m Social Outcomes Fund to support organisations seeking social investment where their work will benefit more than one Department. Francis Maude MP and Nick Hurd MP both spoke.

26.11.12	Garden Organic	Reception	Sandra Davidson, Grants Officer	Carshalton Boys Sports College	A reception held by Garden Organic and the "Food Growing in Schools" Taskforce, celebrating a successful food growing project at Carshalton. HRH The Prince of Wales and Jamie Oliver attended and spoke of the good school food experience they had seen and on how to create positive change in food education.
28.11.12	Association of Chief Executives of Voluntary Organisations (ACEVO)	Annual Dinner	Chief Grants Officer	The Grange Tower Bridge Hotel, E1	Annual Dinner and also ACEVO's first Fellowship Awards, presented by Baroness Grey-Thompson, President of the Leadership 20:20 Commission.
30.11.12	Unicorn Theatre	Press Night	The Chairman	Unicorn Theatre, London SE1	Following our support for the Unicorn Theatre, the Chairman attended the opening night of their new production of the Prince & the Pauper.
04.12.12.	Queen Elizabeth Diamond Jubilee Trust	Dinner	The Chairman	Bank of England, EC2	To salute CBT's extra Diamond Jubilee Grants, the Rt Hon Sir John Major, Chairman of the Queen Elizabeth Diamond Jubilee Trust, gave a dinner at the Bank of England, to which the Chairman was invited.
04.12.12	Forum for the Future	End of Year Get-Together	Chief Grants Officer	Duke's Road, London WC1	A get-together to celebrate Forum for the Future's sustainability achievements over the last 12 months and look ahead to 2013.
14.11.12	Celebrate the City	Reception	Ciaran Rafferty, Principal Grants Officer	St Lawrence Jewry, Gresham St	Reception to say thank you to participants and supporters of the 2012 Celebrate the City event.
05.12.12.	Barbican Centre	Award Ceremony	The Chairman	Barbican Concert Hall	At a ceremony in Barbican Concert Hall for the presentation of the Queen's medal for Music, the Chairman, amongst others, was presented to Her Majesty in recognition of CBT support for musical outreach work to young people.

06.12.12.	Islington Giving	Festive Reception	Sandra Davidson, Grants Officer	Hilton Hotel, Islington, N1	An informal reception to celebrate the successes of the past year. Tom Jupp, the Chairman of Islington Giving, shared some of the year's highlights.
06.12.12.	City of London Corporation	Gala Opening	Chief Grants Officer	The Barbican Centre	Gala Opening of the new Barbican Cinemas 2 & 3 on Beech Street; their first new venue for 30 years.
14.11.12	Synergy Theatre Company	Performance	Ciaran Rafferty, Principal Grants Officer	Unicorn Theatre, SE1	An inspiring piece of theatre with and for young people from an organisation you are funding and which supports ex-offenders to develop theatre skills.

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Committee(s):	Date(s):
The City Bridge Trust	10 th January 2013
Subject: Grant Recommendations - Introductory Paper	Public
Report of: Chief Grants Officer	For Decision
Ward (if appropriate): N/A	
<p><u>Summary</u></p> <p>This report deals with recommendations relating to applications received on your current grants programmes.</p> <p>A total of 52 applications will be dealt with at this meeting. Of these, one is a strategic initiative, 20 are recommended for a grant, 16 are recommended for rejection, and 10 have been withdrawn. Five grants are also noted as having been recommended under delegated authority. The total recommended sum is £1,910,870.</p> <p><u>Recommendations</u></p> <p>That you:</p> <ul style="list-style-type: none"> a) note the contents of the report b) consider the individual grant recommendations in relation to the applications set out in the summary schedule and other papers 	

Main Report

1.0 Introduction

- 1.1 This paper summarises the action taken on grant applications received, and tracks the spend on your grant making at each Committee meeting. Sections 2 to 3 deal with Working with Londoners applications, Strategic Initiatives and Eco-audits and section 4 deals separately with Growing Localities applications. Further sections provide summary schedules of all current grants programmes.
- 1.2 Your policy guidance is presented in a loose-leaf folder entitled "Members' Handbook". It includes the priorities and exclusions that were ratified for the Trust by the Court of Common Council, in April 2008, following your Quinquennial Review. It is also available on the intranet.

2.0 Working with Londoners

2.1 In the period 1st January to 31st March 2012, 125 applications were received. Of these, one has been withdrawn, leaving none pending.

Table 1: Applications received 1st Jan – 31st March 2012

	Committee Date										Total
	Feb 12	Mar 12	Apr 12	May 12	Jun 12	Jul 12	Sep 12	Oct 12	Nov 12	Jan 13	
Strategic Initiatives	1										1
Grants / Recs	1	3	9	11	10	6	7	0	1		48
Delegated Gr				3		2	2				7
Rejs/Recs		16	20	9	9		3	0	1		58
Withdrawn		2	2	2		1	1	1		1	10
Lapsed					1						1
Pending	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	0	0
TOTAL	2	21	31	25	20	9	13	1	2	1	125

2.2 In the period 1st April to 30th June 2012, 131 applications were received. Of these, two are recommended for a grant today, one has been recommended for a grant under delegated authority and five have been withdrawn, leaving two pending. It is anticipated that these will be brought to you at your February 2013 meeting.

Table 2: Applications received 1st April – 30th June 2012

	Committee Date									Total
	Apr 12	May 12	Jun 12	July 12	Sep 12	Oct 12	Nov 12	Jan 13		
Strategic Initiatives	6	1								7
Grants / Recs			1	4	17	9	1	2		34
Delegated Gr				2	9	2	2	1		16
Rejs/Recs		11	9	12	21	2	3			58
Withdrawn				1	5	3		5		14
Lapsed										0
Pending	N/A	N/A	N/A	N/A	N/A	N/A	N/A	2		2
TOTAL	6	12	10	19	52	16	6	10		131

2.3 In the period 1st July 2012 to 30th September 2012, 101 applications were received. Of these, 12 are recommended for a grant today, one has been recommended for a grant under delegated authority, four are recommended for rejection and three have been withdrawn, leaving 30 pending.

Table 3: Applications received 1st July – 31st September 2012

	Committee Date					Total
	Jul 12	Sep 12	Oct 12	Nov 12	Jan 13	
Strategic Initiatives	1	1				2
Grants / Recs		1	4	8	12	25
Delegated Gr		2			1	3
Rejs/Recs		6	20	3	4	33
Withdrawn		2	1	2	3	8
Lapsed						0
Pending	N/A	N/A	N/A	N/A	30	30
TOTAL	1	12	25	13	50	101

- 2.4 In the period since 1st October 2012, 93 applications have been received. Of these, two are recommended for a grant today, two have been recommended for a grant under delegated authority, 12 are recommended for rejection and one is a strategic initiative to be considered for a grant today, leaving 66 pending.

Table 4: Applications received since 1st October 2012

	Committee Date			Total
	Oct 12	Nov 12	Jan 13	
Strategic Initiatives	2	4	1	7
Grants / Recs	1	1	2	4
Delegated Gr	1	1	2	4
Rejs/Recs			12	12
Withdrawn				0
Lapsed				0
Pending	N/A	N/A	66	66
TOTAL	4	6	83	93

3.0 Strategic Initiatives

- 3.1 There is one new Strategic Initiative to be considered today. For your information, table 5 also shows those already agreed at earlier meetings.

Table 5: Strategic Initiatives 2012/13

Strategic Initiatives	Committee date	£
Already agreed in advance for this financial year:		
Quinquennial Review Horizon Scanning	16/02/2012	50,000
Social Investment Specialist Role	15/03/2012	50,000
<i>(The above were entered in the budget record in April 2012)</i>		
Learning & Sharing Strategy	26/04/2012	124,000
Reading Agency	26/04/2012	50,000
Beacon Award	26/04/2012	32,500
Greening Third Sector	26/04/2012	75,000
Lord Mayor's Show	31/05/2012	24,110
The Lord Mayor's Continuum (pending conditions)	18/07/2012	65,000
Literary initiative in Islington	27/09/2012	72,300
London Time Credits	31/10/2012	164,500
Ladder for London - Evening Standard campaign for more apprenticeships in London.	31/10/2012	140,000
City Philanthropy	29/11/2012	160,000
The Funding Network	29/11/2012	30,000
Young Philanthropy	29/11/2012	41,000
NCVO/VE Merger	29/11/2012	50,000
For this meeting:		
The Giving Gain	10/01/2013	152,000
	Total	1,280,410
	<i>Sum available</i>	<i>1,347,500</i>
	<i>Balance remaining</i>	<i>67,090</i>

- 3.2 **Greening the Third Sector:** At your April meeting you agreed an allocation of £75,000 for 2012-13 towards the Eco-Audit initiative which is published in your Working with Londoners guidelines. Table 6 shows this year's commitments to date.

Table 6: Eco-Audits agreed 2012-13

Organisation	Committee date	Days agreed	£ agreed
Penrose	31/05/12	9.0	3,375
Voluntary Action Islington <i>(additional half day required)</i>	18/07/12	0.5	188
HAVCO	27/09/12	6.0	2,250
Parchmore	29/11/12	6.0	2,250
Geddes Place	10/01/13	6.0	2,250
	Total:		10,313
	Budget allowed		75,000
	Balance remaining		64,688

4.0 Growing Localities

- 4.1 In October 2011, you approved the priorities for your new programme, 'Growing Localities', a one-off grants programme in celebration of HM The Queen's Diamond Jubilee in 2012. Policy and Resources Committee agreed to allocate an additional £2,000,000 against your 2012/13 grants budget for this programme. The programme was launched in July 2012 and closed to new applications on 8th October 2012.
- 4.2 A total of 49 applications have been received under the Growing Localities programme. Of these, four are recommended for a grant today, one has been recommended for a grant under delegated authority, and one has been withdrawn, leaving 11 pending.
- 4.3 The four applications recommended for a grant at this meeting are outlined in the summary schedule.

Table 7: Growing Localities applications received

	Committee Date				Total
	Sep 12	Oct 12	Nov 12	Jan 13	
Grants / Recs	3	11	2	4	20
Rejs/Recs	7	3	3		13
Delegated Gr			1	1	2
Withdrawn	2			1	3
Lapsed					0
Pending	N/A	N/A	N/A	11	11
TOTAL	12	14	6	17	49

5.0 Summary

- 5.1 From Table 8 you will see that a total of 52 applications will be dealt with at this meeting. The total recommended sum is £1,910,870.

Table 8: Applications at this meeting – Summary

Status	Number
Strategic Initiatives	1
Working with Londoners grants recommended	16
Working with Londoners grants delegated authority	4
Working with Londoners grants rejections recommended	16
Working with Londoners grants withdrawn	9
Working with Londoners grants lapsed	0
Growing Localities grants recommended	4
Growing Localities grants delegated authority	1
Growing Localities grants rejections recommended	0
Growing Localities grants withdrawn	1
Growing Localities grants lapsed	0
Total applications	52
Working with Londoners grants recommended total	£1,555,280
Working with Londoners strategic initiatives	£152,000
Growing Localities grants recommended total	£203,590
Total recommendations	£1,910,870

5.2 From Table 9 you will see the relative distribution of grants this financial year, across your programme areas.

Table 9: Grants in 2012-13 – by Programme

Programme Area	Year to date	This meeting	Total
<i>Working with Londoners</i>	£	£	£
Accessible London	1,021,555	170,000	1,191,555
Bridging Communities	1,748,140	187,000	1,935,140
Improving Mental Health	1,385,900	39,000	1,424,900
London's Environment	889,290	24,950	914,240
Older Londoners	585,100	398,550	983,650
Positive Transitions	1,376,300	465,780	1,842,080
Strengthening Third Sector	1,677,900	150,000	1,827,900
Exceptional Grants	120,000	120,000	240,000
Strategic Initiatives	1,128,410	152,000	1,280,410
Additional Grants	<i>398,000</i>	<i>0</i>	<i>398,000</i>
<i>Growing Localities</i>			0
Growing and Greening	234,500	203,590	438,090
Horticultural Work Training	1,010,630	0	1,010,630
			0
Total	£11,575,725	£1,910,870	£13,486,595

6.0 Write-Backs & Revocations

6.1 Table 10 provides a list of Working with Londoners write-backs and revocations approved under delegated authority for this meeting and during the year since 1st April 2012, for your information.

Table 10: Working with Londoners Write-backs and Revocations 2012/13

2012/13	£
Haringey Carers' Centre	15,000
St Michael & All Angels	5,910
Three Wings Trust	21,000
Camden BME Alliance	30,000
Tony Blair Faith Foundation	8,500
For this meeting:	
St Mark's Church, Kensal Rise	7,400
Apex Charitable Trust Limited	25,000
Total:	£112,810

7.0 Summary of Spend 2012-13

- 7.1 Table 11 (at the end of this paper) summarises the original budgets for 2012-13, including your Working with Londoners and Growing Localities programmes, and the balance of the additional budget approved by Policy & Resources Committee in July 2010.
- 7.2 This table also shows the implications of write-backs of £112,810 and Strategic Initiatives of £1,280,410 for 2012/13 to date (including those agreed prior to today's meeting to be charged against this financial year and today's recommendation of £152,000) and today's grant recommendations of £1,555,280 under Working with Londoners and £203,590 under Growing Localities.
- 7.3 A sum of £3,572,935 remains unspent on your Working with Londoners grants budget for 2012/13. Unusually, you do not have a meeting in March, therefore proposals to carry forward any underspend into your grants budget for 2013/14 will be brought to your February 2013 meeting.

Recommendations:

That you

- a) note the contents of the report,
- b) consider the individual grant recommendations in relation to the applications set out in the summary schedule and other papers.

Contact:

Jemma Grieve Combes, Grants Officer - 020 7332 3174

jemma.grievecombes@cityoflondon.gov.uk

Report written: 20/12/2012

Table 11: Grants to date 2012/13

	Working with Londoners		Growing Localities		Additional Budget P&R July 2010	
	Approved /Rec Sum	Budget Remaining	Approved	Budget	Approved /Rec Sum	Budget Remaining
	£	£			£	
Original Grants Budget for 2012/13		14,950,000		2,000,000		
Carry forward from previous years		150,000				398,000
Write-Backs & Revocations		112,810				
<i>see Table 7</i>						
Total Budgets Available		15,212,810		2,000,000	0	398,000
Strategic Initiatives	1,280,410	13,932,400				
<i>see Table 4</i>						
Applications at Committee						
April 2012	1,100,220	12,832,180		2,000,000		398,000
May 2012	1,044,400	11,787,780		2,000,000	27,800	370,200
June 2012	914,500	10,873,280		2,000,000		370,200
July 2012	945,985	9,927,295		2,000,000		370,200
September 2012	2,204,950	7,722,345	132,100	1,867,900		370,200
October 2012	1,620,900	6,101,445	1,010,630	857,270		370,200
November 2012	973,230	5,128,215	102,400	754,870	370,200	0
January 2013	1,555,280	3,572,935	203,590	551,280		0
Sub-Total for 2012/13	11,639,875		1,448,720		398,000	
Total Remaining for 2012/13		3,572,935		551,280		0

THE CITY BRIDGE TRUST

The City Bridge Trust Committee - 10 January 2013

Summary of Grant Recommendations

Annex No.	Ref No.	Organisation	Requested Amount	Recommended Amount	Page No.
<u>Accessible London</u>					
1	11377	Cricket for Change	£124,800	£120,000	45
2	11398	National Council for Voluntary Organisations	£50,000	£50,000	55
<i>Total Accessible London</i>			£174,800	£170,000	
<u>Bridging Communities</u>					
3	11382	Hackney Quest	£176,163	£120,000	65
4	11460	Age UK London	£73,068	£67,000	75
<i>Total Bridging Communities</i>			£249,231	£187,000	
<u>Exceptional Grants</u>					
5	11318	Human Trafficking Foundation	£120,000	£120,000	85
<i>Total Exceptional Grants</i>			£120,000	£120,000	
<u>Growing Localities</u>					
6	11394	Bankside Open Spaces Trust (BOST)	£49,980	£49,980	96
7	11415	London Wildlife Trust	£49,660	£43,770	105
8	11338	St Luke's Trust	£49,920	£49,920	114
9	11434	Sustain (Alliance for Better Food and Farming)	£49,928	£49,920	124
<i>Total Growing Localities</i>			£199,488	£193,590	
<u>Improving Londoners' Mental Health</u>					
10	11403	Rethink Mental Illness	£39,934	£39,000	134
<i>Total Improving Londoners' Mental Health</i>			£39,934	£39,000	
<u>Older Londoners</u>					
11	11364	Alzheimer's Society	£133,342	£120,000	144
12	11276	Camden Carers Centre	£96,205	£96,000	155

THE CITY BRIDGE TRUST
The City Bridge Trust Committee - 10 January 2013
Summary of Grant Recommendations

Annex No.	Ref No.	Organisation	Requested Amount	Recommended Amount	Page No.
13	11286	Eye Music Trust	£87,556	£87,500	165
14	11311	Hackney Caribbean Elderly Organisation	£37,775	£53,150	175
Total Older Londoners			£354,878	£356,650	

Positive Transitions to Independent Living

15	11252	National Autistic Society	£97,000	£81,000	186
16	11345	Richmond Advice and Information on Disability (RAID)	£71,880	£71,880	197
17	11393	Sense	£143,725	£71,400	207
18	11296	Charlie Chaplin Adventure Playground	£135,101	£126,600	218
19	11319	Khulisa	£90,000	£90,000	229
Total Positive Transitions to Independent Living			£537,706	£440,880	

Strengthening the Third Sector

20	11337	Hammersmith & Fulham Volunteer Centre	£150,000	£150,000	239
Total Strengthening the Third Sector			£150,000	£150,000	

Strategic Initiatives

21	11592	City Bridge Trust	£152,000	£152,000	249
Total Strategic Initiatives			£152,000	£152,000	

Grand Totals **£1,978,037** **£1,809,120**

ASSESSMENT CATEGORY - Accessible London – arts & sport**Cricket for Change****Ref: 11377****Amount requested: £124,800****Adv: Stewart Goshawk****Base: Sutton****Benefit: London-wide**

Purpose of grant request: This Paralympic Legacy Project will provide over 4000 young, disabled Londoners with access to a network of 'Hit the Top' clubs, operating in all boroughs

Background

Cricket for Change (it uses the logo C4C and was previously known as the London Community Cricket Association) is one of the most respected providers of community sport in the Capital. Since its inception in the early 1980s, it has opened up cricket as a participatory sport to a wide range of audiences that would not normally consider it as a pastime. It is a renowned world leader in the development of cricket for blind and disabled people. C4C has also been responsible for the promotion of women's cricket and in taking 'adapted' cricket onto housing estates and inner-city environments, where the opportunities to play organised sport can be very limited.

C4C premises in Sutton consist of a fully-accessible pavilion, changing rooms, club house and offices, together with an indoor cricket school and training facility. The organisation works closely with the cricket establishment – through its President, Phil Tufnell (ex-England and Middlesex) and others such as the West Indies test star Chris Gayle. A recent partnership has also been developed with the former England rugby captain, Lawrence Dallaglio, to deliver rugby sessions on estates using C4C's tried and tested methodology.

Funding History

You have funded C4C twice before – a grant of £60,000 in October 2003 towards its disability work and a further £88,500 in May 2008 for its young sports leaders programme.

Current Application

This application seeks funding to continue the development of 'Hit the Top' C4C's ground-breaking disability sports programme. C4C has years of experience in delivering projects that are adapted to the particular needs of young disabled people – whether visually impaired, with learning difficulties or more profound disabilities. All can be encouraged to participate as much as they can. Some groups will require dedicated provision tailored to their needs, whilst other sessions are fully inclusive for disabled and non-disabled young people together. The former in

particular can help to build a young person's confidence, not just in playing the game, but learning how to get to and from the venue, meeting other people and maybe training to become a coach themselves (the Project Director is himself visually impaired and a great role model).

The aim of 'Hit the Top' is to have a young disabled people's club in every London borough, linked into mainstream provision for those who want to progress (C4C would also work with the local sports groups to make their participation more inclusive). Tournaments are held between the clubs to give the young people an element of real competition. At one end of the spectrum the project works in schools to encourage disabled children to get involved, whilst at the other, links are made into the County Cricket Boards to ensure that disability cricket is firmly on their radar (indeed it is now part of the national governing body's 'whole sport plan'). Core funding for 'Hit the Top' from the Mayor of London Sports Participation Fund time expires in January 2013. This application seeks support to enable delivery to continue across London for the next three years.

Financial Observations

C4C is supported financially by both the cricket establishment and a number of trusts and corporate funders. The trustees have set themselves a target of working towards holding three months' expenditure in free reserves, which equates to £228,150 based on expenditure in the current year. Working towards this target the charity has established a sub-committee specifically to work on fundraising.

The draft accounts for the year to 31st March 2012 show a surplus of £81,213 and free cash reserves of £121,396, which equates to 1.6 months' worth of expenditure. The forecast outturn for the current year to 31st March 2013 shows a further surplus of £61,700, however, this is wholly on restricted funds and, therefore, free reserves are expected to remain unchanged at £121,396.

Officer's Appraisal

C4C is one of the leading organisations delivering community sports activities in London. In particular, its work with disabled young people is recognised both nationally and internationally for its quality and ability to engage and inspire. 'Hit the Top' is the organisation's flagship disability programme which is engaging with several thousand young people each year, offering them the chance to take part in sports activities, learn new skills and to open up new social opportunities.

Recommendation

£120,000 over three years (3 x £40,000) towards the costs of sports coaching for young disabled Londoners, subject to the receipt of satisfactory signed audited accounts for 2011/12.



The City Bridge Trust

Charity Registration Number: 1035628

Working with Londoners: Application for a grant

Please read the guidance notes before completing this form

Reference:
(office use only)

11377

Date Received:

13/09/2012

Programme
Area:

01

1. About your organisation

Name of organisation applying for grant: LCCA t/a Cricket for Change	
If the organisation is part of a larger organisation, what is its name?	
Address for correspondence: The Cricket Centre Plough Lane Wallington, Surrey	
Postcode: SM6 8JQ Is this your home address? No	
Contact person: Mr. Andy Sellins	Position: Chief Executive Officer
Phone: 0208669 2177	Fax:
E-mail: andysellins@cricketforchange.org.uk	
Website: http://www.cricketforchange.org.uk	
Legal status of organisation: Registered Charity	
If registered, please give charity number: 1046047	
Date organisation established: 30/06/1981	

2. Request for funds

Under which of the Trust's themes are you applying (see our website or brochure for further details)? Accessible London - Accessible Arts & Sports
Purpose for which funds are requested: (25 words maximum) This Paralympic Legacy Project will provide over 4000 young, disabled Londoners with access to a network of 'Hit the Top' clubs, operating in all boroughs
How much funding is requested? Year 1: £40,000 41,600 Year 2: £40,000 41,600 Year 3: £40,000 41,600 Total: £120,000 124,800

3. Aims of your organisation

Cricket for Change (C4C) was set up after the Brixton riots in 1981, pioneering projects aimed at getting unemployed and directionless young Londoners to train as community youth leaders. Since its conception C4C has had an unparalleled track record in using sport to have a wider social, as well as sporting impact, for young people from a range of disadvantaged backgrounds, especially those with a disability and more recently those living under the negative influences of gun, knife and drug crime.

Our mission statement is 'Using cricket to change the lives of disadvantaged young people' and we focus on young people between 10-21 years old. We aim to change lives by providing inclusion to marginalised groups and offering support to young people to allow them to achieve their potential and make positive life choices. Our four programme areas are known as; Hit the Top, Street Chance, Cricket for Change College and our International Programme.

4. Main activities of your organisation

Our Programmes:

StreetChance is a London wide youth engagement programme we run in partnership with the Metropolitan Police and the Cricket Foundation to engage disadvantaged young people living in areas of high youth crime.

C4C College is our training programme which trains young people from across our programmes to become the next generation of mentors and youth leaders.

International Programme: we have developed a worldwide reputation in creating effective and sustainable youth development programmes, our main overseas partners are UNICEF, the British Foreign and Commonwealth Office & UK Sport.

Hit the Top (HTT) is the largest disability cricket programme in the world, currently funded by the Mayor of London's Sport Legacy Fund which has enabled us to scale up and capacity build our activities in London. HTT now operates throughout all of London's 32 boroughs and gives over 4000 young disabled Londoners a year the opportunity to play sport and interact with their peers.

5. Number of staff

Full-time	Part-time	Management committee members	Active volunteers
21	7	11	33

6. How do you support your volunteers?

Each of our programmes has a youth advisory panel made up of young volunteers from the programme. They are trained to monitor their particular programme and make recommendations for improvements. The experience of working with the charity helps them to become more employable

7. Property occupied by your organisation

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

8. Finance

From your most recent audited or independently examined accounts, complete the following:

Financial year ended -

Month: **March**

Year: **2012**

Income received from:	£
Voluntary income	520,830
Activities for generating funds	144,618
Investment income	100
Income from charitable activities	280,870
Other sources	30
Total Income	946,448

Expenditure:	£
Charitable activities	769,053
Governance costs	14,312
Cost of generating funds	81,870
Other	
Total Expenditure	865,235
(Deficit)/surplus for the year:	81,213

Asset position at year end	£
Fixed assets	1,072,045
Investments	
Net current assets	242,039
Long-term liabilities	
*Total A	1,314,084

Reserves at year end	£
Endowment funds	
Restricted funds	1,072,365
Unrestricted funds	241,719
*Total B	1,314,084

* Total A and Total B must be the same and should be taken from your balance sheet

9. Statutory funding

For the financial year above, what % of your income was from statutory sources?
0%

10. Material changes

Describe any material changes to the organisation's activities, structure or financial position since the date of the most recent accounts:

none

11. Previous applications to the Trust

Have you applied to the Trust before? If so, please give details:

Month/Year:	05/08	Ref:	7869	Grant received:	£88,500	OR application rejected?	No
Month/Year:		Ref:		Grant received:		OR application rejected?	
Month/Year:		Ref:		Grant received:		OR application rejected?	

12. Previous funding received

Funding received by your organisation from the following sources during the last **THREE** years:
(i) City of London (other than the City Bridge Trust) **(ii)** London boroughs **(iii)** London Councils (formerly ALG)
(iv) Health authorities **(v)** Central government departments **(vi)** Other statutory bodies (e.g. Housing Corporation, Arts Council) - List source, years and annual amounts:

	Year: 2009	Year: 2010	Year: 2011
(i)			
(ii) London borough of Croydon	1,940		
(iii)			
(iv)			
(v)			
(vi) Sport England	49,000	47,000	50,833

13. Previous grants received

Grants received by your organisation from charitable trusts and foundations (other than the City Bridge Trust) during the last **TWO** years. List source, years and annual amounts:

	Year: 2010	Year: 2011
Cricket Foundation	123,669	176,384
Lord's Taverners	54,000	63,755
Viridor	65,000	
Mercers	20,000	20,000
Big Lottery	11,195	83,647
Plus numerous grants of under £20k		

14. What steps is your organisation taking to reduce its carbon footprint?

STAFF

We encourage our staff and coaches cycle to work and when this is not possible, they use public transport.

BUILDING

Our cricket centre was built using sustainable resources. Everything possible is recycled. Trees have been planted all around the cricket pitch to promote bio-diversity to reduce/offset our carbon footprint.

PROGRAMME PARTICIPANTS

The very nature of our work gets Londoners active! Where possible we promote walking/running in favour of transport. Our Hit The Top clubs have been strategically set up in every London borough, making them easily accessible for young, disabled Londoners, who would otherwise have to travel for miles with most using private transport to access sports provision.

Our ultimate aim is for there to be a Hit the Top club no more than 3 miles from any participant's home.

15. Purpose

Complete this section whatever the amount of grant requested. **In addition**, if the request is for £25,000 or more in total, a fuller proposal should be sent with this form. Also, if your application is for all or part of new or existing post(s), please enclose a copy of the relevant job description(s) including the salary level.

In order to provide the right information, please refer to guidance note 15 before completing this section.

Our work enables over 4000 young people with a disability each year to access top quality sports provision, make new friends, expand their horizons and be inspired by our Hit the Top coaches. Our research informs us that without Hit the Top 71% - that's 2840 participants - would be 'inactive', not engaging in any team sport activity. We therefore believe that our work addresses a significant gap in provision.

Our provision is local, regular, year round and free of charge to participants. It pushes our young people to test their abilities in a range of environments ranging from introductory participation sessions right through to international level (15 of our young people have progressed to international disability cricket teams over the past 3 years).

Paul Kitchin, Research Associate with the Peter Harrison Centre for Disability Sport at Loughborough University, has undertaken independent research into this programme and will continue evaluating its success. Our sector leading, monitoring and evaluation strategy focuses on both the social and sporting impact of all of our programmes and in 2011 several organisations including the Commonwealth Secretariat and Government Select Committees have asked us to share this information and our knowledge in this field.

Hit the Top (HTT) is the largest disability cricket programme in the world and is in all of London's 32 boroughs, giving young disabled people the opportunity to play sport and interact with their peers. By the end of 2012, we are proud to state that any young person with a disability living in London will be no further than 3 miles from their local HTT club.

Cricket is the 'hook' we use to deliver this highly effective social impact programme, HTT improves the social skills, mental well-being and the health of its participants; it not only brings about personal change, it sets out to challenge widely held perceptions around people with a disability playing sport. This is undertaken in a range of settings including community based and in-school coaching programmes, we have set up inclusive disabled youth cricket clubs that form part of mainstream county cricket clubs in Kent, Surrey, Middlesex and Essex showing wider society what can be achieved by young sportsmen and women with a disability.

A crucial element of our approach is to identify new development coaches from within our programmes; these young coaches are extremely motivated and hard working, they have an in-depth understanding of the issues we are seeking to tackle and they become fantastic role models for young people with similar challenges to themselves. In 2011, another ten HTT participants graduated from our apprenticeship, achieving a minimum of ECB Level 1 Coaching accreditation. Cricket for Change are proud of the fact that over half of our coaches have overcome a disability to become superb members of staff showing others what can be achieved by hard work when the barriers to participation are removed.

We anticipate that the lives of children and young people will be transformed through the following outcomes:

- Participants will have increased self-efficacy, resulting in the desire, willingness and ability to make the best personal life choices, take advantage of education and other opportunities and participate in decision making process that affect their lives
- A measurable reduction in stigma and discrimination resulting in increased understanding of their needs and their inclusion into family and community life
- Removal of barriers to participation by our use of coaches with a disability who understand the problems that are faced and who are inspirational role models
- Opportunities to go on to achieve a coaching qualification and to represent county and national cricket teams

16. Explain how you will monitor and evaluate both your own outcomes and those of the programme under which you are applying.

Our impact strategy is based on collecting and assessing information from as wide a range of sources as possible including workshops with participants, interviews with stakeholders, questionnaires, surveys of parents and teachers, observation by coaches and less formal sources such as films, blogs and social media.

We use VIEWS to store and sort data and the information that is inputted comes from a wide range of sources including participants, coaches, teachers, parents and each of our youth advisory panels which help to monitor and evaluate each of our programmes on a monthly basis. The VIEWS system also allows us to track participants once they have left the programme enabling us to monitor the longer term impact on their lives.

The impact of each of our programmes is also measured by an independent research study. Hit the Top is currently being researched by Paul Kitchin through a Loughborough University based study.

17. Beneficiaries

How many people will benefit from the grant per year?			
4,000			
In which local authority is your organisation based?			
Sutton			
Which borough(s) of Greater London will benefit from this grant? (if more than one, please give % for each)			
We are proud to advise that Hit the Top clubs are present in every one of London's 32 Boroughs			
At what address will the activity be located?			
Many places inc cricket clubs sports clubs, community centres, special needs/mainstream schools			
What age group will benefit? Over 11 years, all children & young people, over 16 years.			
What will the ethnic grouping(s) of the beneficiaries be?			
	%		%
White - British	31	Black - Caribbean	13
White - Irish	1	Black - African	12
White - Other (please describe)		Black - Other (please describe)	
Asian - Indian	11	Black - British	13
Asian - Pakistani	9	Chinese	
Asian - Bangladeshi	8		
Asian - Other (please describe)		Other (please describe)	
Asian - Afghanistani	2		
		Open to everyone	100
What proportion of the beneficiaries will be disabled people?			
100%			

18. Funding required for the project

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

(List main expenditure headings and amounts)

Expenditure heading	Year 1 £	Year 2 £	Year 3 £	Total £
Coaches	77,660	77,660	77,660	232,980
Facility Hire	25,860	25,860	n	51,720
Transport (coaches and competition transport for participants)	16,532	16,532	16,332	49,396
Promotion and Publicity	3,200	3,200	3,200	9,600
Competition Catering	2,000	2,000	2,000	6,000
Programme Planning and Management	18,336	18,336	ng	36,672
Monitoring and Evaluation	4,200	4,200	4,200	12,600
Equipment and Team Shirts	7,360	7,360	7,360	22,080
Medals and Trophies - 5 Competitions	1,520	1,520	1,520	4,560
TOTAL	156,668	156,668	112,272	425,608

What income has already been raised? (List amounts and main sources)

Source	Year 1 £	Year 2 £	Year 3 £	Total £
The Primary Trust	8,384	8,384	8,384	25,152
Brian Johnston Memorial Fund	5,500	5,500	5,500	16,500
Children in Need	9,540	9,540	9,540	28,620
Private Donor/Legacy	50,000	50,000	50,000	150,000
TOTAL	73,424	73,424	73,424	220,272

What other funders are currently considering the proposal?

Funder	£
John Lyons - pending £18k per year x3 years	18,000
Garfield Weston - one off £30k	30,000
Lloyds TSB - £20k per year x2 years	20,000
TOTAL	68,000

19. Funding requested from the Trust

How much is requested from the Trust? (List main expenditure headings and amounts)

Expenditure heading	Year 1 £	Year 2 £	Year 3 £	Total £
To fund the coaching costs for 20 hit the Top Clubs a year over 3 years	41,600	41,600	41,600	124,800
TOTAL	41,600	41,600	41,600	124,800

20. Funding requested from the Trust (continued)

When will the funding be required?

14/01/2013

Is the activity to continue beyond the period for which funding is requested?

If so, how will it be resourced?

Our current funding cycle with Mayor of London's Fund at its core, is coming to an end. As with all of our programmes, Hit the Top will be re-financed each three years if it has achieved it's targets. Future funding is likely to come from a range of partners and reflect current funding opportunities.

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

Declaration on behalf of applicant organisation

I, ANDY JELLYNS (your name)

am an authorised representative of

CRICKET FOR CHANGE (your organisation)

within which I am CEO (your position)

To the best of my knowledge, all the information that I have provided in this application form is correct

Signature Andy Jellyns Date 14-SEP-12

Return the completed form to: The City Bridge Trust

City of London
PO Box 270
Guildhall
London EC2P 2EJ

Please

- do not send this application by fax or e-mail – unless applying online, applications must be posted to the Trust
- do send the information in the checklist – if items are missing, your application will be returned to you
- do send only the information in the checklist – if further information is required, we will contact you
- do ensure you have signed and dated this form – we cannot accept forms which have not been signed and dated
- do use the correct postage – the completed form and additional materials are likely to exceed 100g in weight

ASSESSMENT CATEGORY - Accessible London

**National Council for Voluntary
Organisations
Amount requested: £50,000**

**Ref: 11398
Adv: Jenny Field
Base: Islington
Benefit: London-wide**

Purpose of grant request: To improve accessibility of our building and conference suite based on recommendations of an Access Audit, including dignified emergency egress, and hearing loops meeting rooms.

Background

Many of you will be familiar with the work of the Nation Council of Voluntary Organisations (NCVO), the main infrastructure body of the third sector in England. It has over 8,500 members, ranging from large, household name charities through to small, grassroots organisations, but also including medium, and regional bodies. It provides a voice for the sector and, as well as co-ordinating its work, it plays a major role in policy development. It also provides a range of support services for the sector that includes information, training, publications, networks, events and consultation.

At your last meeting, you approved the sum of £50,000, as a Strategic Initiative, towards the due diligence and associated costs of the merger of NCVO with Volunteering England, the national infrastructure body for volunteering that comprises local, accredited Volunteer Centres.

Funding History

You have funded NCVO on several previous occasions. The most recent grants were £40,000 approved in January 2010 towards a project helping third sector organisations make more effective use of ICT and a grant of £92,000 over two years, awarded in September 2010, towards a project helping third sector organisations better understand climate change and its implications. This last grant was awarded under your policy that allows an organisation to hold a second grant where the work is for environmental education purposes. This grant is still current and monitoring to date has been of a good standard.

Current Application

NCVO's building is a hub and resource for the third sector. Its building is open seven days a week and is used by the voluntary and community sector for meetings, training and conferences. It is home to a number of organisations, including the Association for Chief Executives and Volunteering England. NCVO estimates that approximately 50,000 people visit the building on voluntary sector business every year.

During the last year, NCVO added a fourth floor to its premises in order to increase the space available for conferences and meeting rooms, as part of its wider strategy to increase its capacity for earned income. The new floor is providing a home for two charities.

Whilst the whole of NCVO's building is, broadly speaking, accessible, there is room to make significant improvements. It commissioned the Centre for Accessible Environments (CAE) to undertake an access audit in May of this year and consulted with its constituents to help it prioritise access improvements recommended in CAE's report. You are asked to contribute towards the access improvements as set out in Question 18 of the application form and which include: a power assisted front entrance door; the enabling of 16 internal doors to be opened using push plates; improvements to the vision panels of some of the conference room doors; and the installation of induction hearing loops in its meeting and conference rooms.

Financial Observations

The financial information provided at Question 8 of the application form is from NCVO's 2011/12 audited accounts. The surplus of £315,000 for the year ending 31st March 2012 represented 4.3% of turnover. During 2011/12, NCVO's trustees calculated that it needed to hold £2m in readily realisable reserves in order to ensure that its core activity could continue during a period of unforeseen difficulty. At 31st March 2012, its readily realisable reserves were £2,038,000 which represents just over 3 months of total expenditure during the year. Most recent management accounts for 2012/13 project a deficit of just under £46,000 which represents 0.5% of projected income for the year.

Officer's Appraisal

NCVO's building is used regularly by a number of organisations working with disabled people including the Independent Living Fund, National Children's Bureau, Islington Mobility Forum and Voluntary Organisations Disability Group. The proposed improvements, whilst relatively simple and straightforward, would make an enormous difference to how disabled people experience navigating the building. Approximately 40% of NCVO's members are London focussed and this is reflected in the level of grant recommended.

Recommendation

£50,000 towards access improvements to NCVO's office and conference facilities.



The City Bridge Trust

Charity Registration Number: 1035628

Working with Londoners: Application for a grant

Please read the guidance notes before completing this form

Reference:
(office use only)

11398

Date Received:

27/09/12

Programme
Area:

1

1. About your organisation

Name of organisation applying for grant: National Council for Voluntary Organisations	
If the organisation is part of a larger organisation, what is its name?	
Address for correspondence Society Building, 8 All Saints Street, London	
Postcode: N1 9RL	
Is this your home address? Yes	
Contact person: Ms Hilarie Kerr	Position: Fundraising Officer
Phone: 020 7520 3150	Fax:
E-mail: hilarie.kerr@ncvo.vol-org.uk	
Website: www.ncvo-volo.org.uk	
Legal status of organisation: Registered charity	
If registered, please give charity number: 225922	
Year and month organisation established: 1919	

2. Request for funds

Under which of the Trust's themes are you applying (see our website or brochure for further details)? Accessible buildings
Purpose for which funds are requested: (25 words maximum) To improve accessibility of our building and conference suite based on recommendations of an Access Audit, including dignified emergency egress, and hearing loops meeting rooms.
How much funding is requested? Year 1: £50,000 Year 2: £ Year 3: £
Total: £50,000

3. Aims of your organisation

NCVO's vision is of a society in which people are inspired to make a positive difference to their communities. Our aims are to give support and voice to a vibrant third sector. Our core values are:

Independence: NCVO values the independence of the third sector and supports organisations to take their own decisions and actions.

Innovation: NCVO believes that the third sector is innovative in its approach to achieving its goals.

Collaboration: NCVO believes the third sector is strongest when it works together.

Inclusiveness: NCVO values the diversity of the third sector, and of society, and strives to be inclusive in all aspects of its work.

Passion: NCVO believes voluntary action is built on the passion of individuals and communities to make a positive difference.

4. Main activities of your organisation

NCVO has over 8,400 members representing the full size and scope of civil society in England. Members include large national household name charities, medium sized and regional organisations, plus many small, local "grass roots" community groups. Our work is aimed at improving the level and quality of benefits delivered to people and communities. NCVO supports organisations via a range of projects, events, consultation networks and publications. We meet with members regularly to discuss current issues and ensure NCVO is addressing the sector's needs in a targeted, relevant and cost-effective way. NCVO's networks include a Public Service Delivery Network (over 2,000 subscribers) and a group for Work Programme sub-contractors.

NCVO provides up-to-date relevant information on topics including Finance and Funding, Partnership working, Governance and Leadership, Campaigning, and support on Climate Change. We are also highly active in the public policy arena, working with partners, our members and the wider sector to help shape and improve policies that affect millions of people and the communities in which they live.

5. Number of staff

Full-time	Part-time	Management committee members	Active volunteers
70	28	12	1

6. How do you support your volunteers?

NCVO ensures a volunteer is needed, can be accommodated and supported properly. Roles are formalised with an agreement, and references taken. Induction is provided and end of assignment reports made. NCVO reimburses reasonable expenses.

7. Property occupied by your organisation

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

8. Finance

From your most recent audited or independently examined accounts, complete the following:

Financial year ended -

Month: **March**

Year: **2012**

Income received from:	£
Voluntary income	1,147,000
Activities for generating funds	1,767,000
Investment income	66,000
Income from charitable activities	4,487,000
Other sources	(74)
Total Income	7,393,000

Expenditure:	£
Charitable activities	5,887,000
Governance costs	99,000
Cost of generating funds	1,092,000
Other	-
Total Expenditure	7,078,000
(Deficit)/surplus for the year:	315,000

Asset position at year end	£
Fixed assets	3,642,000
Investments	1,661,000
Net current assets	714,000
Long-term liabilities	(3,775,000)
*Total A	2,242,000

Reserves at year end	£
Endowment funds	
Restricted funds	191,000
Unrestricted funds	2,051,000
*Total B	2,242,000

* Total A and Total B must be the same and should be taken from your balance sheet

9. Statutory funding

For the financial year above, what % of your income was from statutory sources?
16%

10. Material changes

Describe any material changes to the organisation's activities, structure or financial position since the date of the most recent accounts:

Since drafting the accounts we have entered into negotiations around a possible merger with Volunteer England. If realised this would happen in 2013.

11. Previous applications to the Trust

Have you applied to the Trust before? If so, please give details:					<input checked="" type="checkbox"/>
Month/Year: Mar	/ 2006	Ref: 4024	Grant received: £71,240	OR application rejected	<input type="checkbox"/>
Month/Year: Jan	/ 2006	Ref: 7145	Grant received: £60,000	OR application rejected	<input type="checkbox"/>
Month/Year: May	/ 2010	Ref: 9992	Grant received: £93,337	OR application rejected	<input type="checkbox"/>

12. Previous funding received

Funding received by your organisation from the following sources during the last **THREE** years:
(i) City of London (other than the City Bridge Trust) **(ii)** London boroughs **(iii)** London Councils (formerly ALG)
(iv) Health authorities **(v)** Central government departments **(vi)** Other statutory bodies (e.g. Housing Corporation, Arts Council) - List source, years and annual amounts:

	Year: 2009	Year: 2010	Year: 2011
(i) Office for Civil Society	4,135,000	3,395,000	3,334,000
(ii) European Commission		64,000	76,000
(iii) ESRC	28,000		
(iv)			
(v)			
(vi)			

13. Previous grants received

Grants received by your organisation from charitable trusts and foundations (other than the City Bridge Trust) during the last **TWO** years. List source, years and annual amounts:

	Year: 2010	Year: 2011
Barings Foundation	57,000	
Joseph Rowntree	10,000	
Dulverton Trust	15,000	
Calouste Gulbenkian Foundation		15,000
The Mott Foundation		25,000

14. What steps is your organisation taking to reduce its carbon footprint?

NCVO's environmental management policy achievements include: Use of a green cleaning firm and purchase of green electricity (since 2007). We have reduced car parking space and doubled the number of bike racks to 40. Through composting and recycling we now send 0% waste to landfill. We have the silver level of the Mayor of London's Green Procurement Code. NCVO's Annual Conference has been a carbon neutral event since 2008. Extending our building we have installed 74 solar panels and an Air Management system for heat/cooling exchange. As a national sector leader, we support VCOs across England to take action on climate change. We supported Every Action Counts campaign and, with Green Alliance and Global Action Plan, ran a pilot project in 2009 with 4 organisations to explore the impact climate change would have on their work and beneficiaries, which led to our Vulnerable People and Climate Change Project supported by the City Bridge Trust. We participate in and promote national Climate Week. We provided joint secretariat for Third Sector Task Force on Climate Change which aimed to increase commitment and action on climate change throughout the sector, and are delivering commitments made in the final report in our current work programme.

15. Purpose

Complete this section whatever the amount of grant requested. **In addition**, if the request is for £25,000 or more in total, a fuller proposal should be sent with this form. Also, if your application is for all or part of new or existing post(s), please enclose a copy of the relevant job description(s) including the salary level.

In order to provide the right information, please refer to guidance note 15 before completing this section.

- Our building (open 9am-6pm, 7 days) is used by voluntary and community organisations for meetings, training, conferences and by tenants. We want it to become a sector hub with model levels of accessibility. Last year the conference suite was used by approximately 400 different organisations and their beneficiaries, 37% of organisations using our conference suite are London based. In March 2012 the total number of participants was 4,492. Approximately 50,000 people visit the building every year. We do not currently collect statistics on users with disabilities. However, a number of local groups whose clients have mobility needs and regularly use our facilities including: Independent Living Fund, National Children's Bureau, Islington Mobility Forum and Voluntary Organisations Disability Group.
- NCVO has undertaken a significant development to its King's Cross building over the last year. We want to take this opportunity to make significant improvements that will benefit everyone. The Centre for Accessible Environments undertook an access audit of our building over the summer. We also regularly ask the users of our conference suite meeting rooms for feedback and conduct regular surveys of our customers. Recent feedback included a comment from London based Livability who were seeking accessible meeting space for up to 30 on a six weekly basis: "Currently we have a staff member who cannot use an evac[uation] chair due to the nature of their disability".
- Other feedback included: "Being able to use the lift to evacuate in an emergency; Making the front door less heavy or automate its opening; Making the doors from the lobby areas into the conference suite less heavy, and Loop system should be available in all rooms not just on request." A particular priority, as stated in the audit report, recommends "[at next refurbishment] that at least one [lift] is upgraded to evacuation standard." Current emergency egress practice is to carry wheelchair users from upper floors, which is slow and undignified. The priorities that we want to address now are as follows: 1. Remove the hindrance of a metal ridge at the entrance gate; 2. Install a power assisted front door; 3. Adjust/replace 16 doors from lobby areas, changing pull to push plates; 4. Replace 4 conference room doors to those with lower vision panels; 5. Install emergency Generator to power lift in case of fire; 6. Make necessary changes to the accessible WC's on two floors; 7. Add to the induction hearing loops in meeting and conference rooms; and 8. Refurbish courtyard to even out dips and bumps for ease of wheelchair access.
- The work will be carried out by contractors managed by a qualified building project manager, supervised by NCVO's Head of Central Services. The work plan and budget will be monitored regularly. Specifically we want to achieve the following: An increase in the number of conference suite users who have disabilities; An increase in the number of repeat bookings from organisations representing people with disabilities (again, using the above baseline); and Increased overall customer satisfaction across all users.
- We believe that our building should be accessible to all. We want our building to be an accessible hub for voluntary organisations, their staff, trustees, volunteers and other stakeholders. The improvements we want to make will make our building and the services we provide here more accessible to a wider audience. The improvements we have identified are based on recommendations from the access audit and the input from our customers and service users: specifically from disabled people and from organisations that involve and represent disabled people.
- As well as involving the views of disabled people in the improvement of our building NCVO involves disabled people in its work in a number of ways. For example one of our trustees is blind and our new Honorary President (confidential until 15 October) will be Dame Tani Grey-Thompson. NCVO's (forty-strong) member assembly feeds in the wider views of our members into our policy and support work. NCVO is an equal opportunities and a Positive about Disabled People employer. We embed diversity in our practices through regular training of staff. Stonewall, Disability LIB and Age UK have all contributed to NCVO's internal diversity awareness programme. We consult regularly with our members on policy work and in developing our services and support to ensure they meet the needs and preferences of our users. Regular market research asks member and non-members what they need help with and how they prefer to receive it.

16. Explain how you will monitor and evaluate both your own outcomes and those of the programme under which you are applying.

We collect qualitative feedback from users of our conference suite and collect quantitative information about the number of people who use the building. We ask every organisation who uses our conference suite meeting rooms for feedback on their experience and that of their delegates and guests. We continually improve our booking and monitoring systems for the Conference Suite and will be able to provide more detailed information on the organisations using the conference facilities, for example where they are based and what they do. We have not previously collated data on the disabilities of users, but have started doing this for the quarter from October to December 2012. We will ask users of our facilities specific questions about the improvements once they have been completed to ensure that the changes we make contribute to the accessibility of our building to everyone who comes to it.

We also do a regular market research to ensure that the conference suite services we provide meet the needs of our users. We are due to carry this out before the end of this financial year (March 2012) and will repeat it in 2013 once the work is finished. This will form the basis of our evaluation and reporting internally and externally.

As part of our monitoring process, we may require you to provide contact details of the grant's beneficiaries if appropriate.

17. Beneficiaries

How many people will benefit from the grant per year? 50,000			
In which local authority is your organisation based? Islington			
Which borough(s) of Greater London will benefit from this grant? (if more than one, please give % for each) All London Boroughs equally			
At what address will the activity be located? NCVO, Society Wharf, 8 All Saints Street, London N1 9RL			
What age group will benefit? All ages			
What will the ethnic grouping(s) of the beneficiaries be?			
	%		%
White - British		Black - Caribbean	
White - Irish		Black - African	
White - Other (please describe)		Black - Other (please describe)	
Asian - Indian		Black - British	
Asian - Pakistani		Chinese	
Asian - Bangladeshi			
Asian - Other (please describe)		Other (please describe)	
Open to everyone			100
What proportion of the beneficiaries will be disabled people? We don't know yet. We are now collecting data about current users for benchmarking.			

18. Funding required for the project

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

(List main expenditure headings and amounts)

Expenditure heading	Year 1 £	Year 2 £	Year 3 £	Total £
Eradicate trip hazard at entrance gate	11,323			
Instal power assisted DDA front door	11,323			
Adjust/replace 16 doors on all floors	34,291			
Replace 4doors with lower vision panels	2,265			
Emergency power generator	22,646			
Improve 2 accessible toilets	5,662			
Refurbish courtyard	11,323			
Meeting rooms hearing loop system	17,900			
TOTAL	116,733			

What income has already been raised?

(List amounts and main sources)

Source	Year 1 £	Year 2 £	Year 3 £	Total £
TOTAL				

What other funders are currently considering the proposal?

A first stage application has been submitted to Veolia Trust for £54,240. Veolia Trust asks that for applicants seeking over £40,000 that 20% of funding has been secured. NCVO trustees have agreed to provide up to this amount (£23,568) from reserves if required.

19. Funding requested from the Trust


How much is requested from the Trust? (List main expenditure headings and amounts)

Expenditure heading	Year 1 £	Year 2 £	Year 3 £	Total £
Eradicate trip hazard at entrance gate	5,093			
Instal power assisted DDA front door	5,093			
Adjust/replace 16 doors on all floors	12,834			
Replace 4 doors with lower vision panels	1,019			
Hearing Loops	8,148			
Emergency generator	10,174			
Accessible toilets	2,546			
Courtyard	5,093			
TOTAL	50,000			

20. Funding requested from the Trust (continued)

When will the funding be required? January 2013
Is the activity to continue beyond the period for which funding is requested? If so, how will it be resourced? N/A
If any planning or other statutory consents are required for the project to proceed, what stage have the applications reached? N/A

Declaration on behalf of applicant organisation

I, Sarah Welsh (your name)	
am an authorised representative of	
National Council of Voluntary Organisations (your organisation)	
within which I am Company Secretary (your position)	
To the best of my knowledge, all the information that I have provided in this application form is correct	
Signature	
	Date 24 September 2012

Return the completed form to: **The City Bridge Trust**
City of London
PO Box 270
Guildhall
London EC2P 2EJ

Please

- do not send this application by fax or e-mail – unless applying online, applications must be posted to the Trust
- do send the information in the checklist - if items are missing, your application will be returned to you
- do send only the information in the checklist – if further information is required, we will contact you
- do ensure you have signed and dated this form – we cannot accept forms which have not been signed and dated
- do use the correct postage – the completed form and additional materials are likely to exceed 100g in weight

ASSESSMENT CATEGORY - Bridging Communities

Hackney Quest

Ref: 11382

Amount requested: £176,163

Adv: Ciaran Rafferty

Base: Hackney

Benefit: Hackney

Purpose of grant request: We are looking for funding to continue with our Adult Volunteering Programme and to enhance and expand our Youth Volunteering options for young people.

Background

Hackney Quest, a registered charity, was set up in 1988 and aims to develop the potential of young people and support their families. It is located in the social and cultural melting pot of central Hackney, where Georgian squares and gated new developments sit amongst dense social housing and where there is a rich mix of ethnicities. Hackney Quest works with everyone and in so doing aims to unite and harness the skills and potential of young and old alike. It has won many awards for its work, including: London Youth Quality Mark (Gold Standard); Investing in Volunteers; and the National Council for Voluntary Youth Services Young Partners Award. Members may be interested to know that, during his tenure as Town Clerk, Chris Duffield served on its Board.

Funding History

You have funded the organisation once before, in March 2006, with a grant of £10,800 to provide a series of anti-crime workshops. This grant was satisfactorily monitored. Other applications (in 2001 and 2004) were unsuccessful as they did not meet your criteria at that time.

Current Application

This proposal is for core support of the organisation's long-established and highly successful volunteering programme. In recent years this work has been seen as core to the organisation's aims and has been funded for the most part from unrestricted income or reserves. The programme works with young people and adults side by side, bringing them together to undertake various activities – and eventually to run workshops and projects – so that both parties learn from each other. The main transfer of knowledge and skills, however, is from the adult to the young person as most of the adult volunteers are good role models for the young people and are also local residents so they then see each other in the local shops and neighbourhoods thereby embedding a greater sense of community.

The volunteers play a part in all of Hackney Quest's activities and, as their skills develop, they can end up taking full stewardship of one or other (eg the Family Support project). The younger participants, who will include

young mothers for example, will be supported and mentored by the older ones – many of whom have executive-type roles in the corporate sector – and will learn how to lead workshops and develop soft and hard employability skills. Many have gone on to secure employment as a direct consequence but, more than anything, the scheme has built stronger and more resilient communities.

Financial Observations

Accounts for the year ending 31st August 2011 show a deficit of £12,333 (3% of turnover) and free reserves of £12,120 which is 1.5 weeks' worth of expenditure, against a reserves policy which states that they aim to hold 3 months' worth of expenditure. Draft accounts for 2011/12 (which are due to be signed off in December 2012) indicate income of £380,461 and expenditure of £424,326 creating a deficit of £43,865 (11.5% of turnover). This has led to projected negative free reserves at the end of August 2012 of -£22,595.

For the current financial year to 31st August 2013, the organisation has budgeted to make a surplus of £40,006 (8.2% of turnover), which should move free reserves into a positive position. It is also reassuring the London Borough of Hackney (its largest funder with 75% of income) has now made a four-year funding commitment, which amounts to income of £366k in the budget for 2012/13. The budget also contains a target to secure £120,000 of other income, though £26,500 of that has now been secured and, based on previous years, another £50,000 is likely to be secured from local fundraising and trusts. If you agree a grant as recommended today (with the first year subject to receipt of quarterly management accounts) this will further close the gap as your grant would be used to fund expenditure which is identified within this budget.

Officer's Appraisal

Hackney Quest works to a very high standard with some of London's most disadvantaged young people. More than anything its work gives them hope and aspiration while practical schemes, such as the volunteering programme, help them develop a range of skills and competencies. The scheme is also successful in forging community cohesion through bringing neighbours together, young and old, rich and poor.

The organisation has requested funding which is above your typical annual level and where some of the component costs could be sought from other sources. For this reason a grant of £40,000 pa is advised, which would enable the project, and the organisation, to progress.

Recommendation

£120,000 over three years (3 x £40,000) towards the salary and delivery costs of the Volunteering Programme. Release of the grant in year 1 is subject to receipt of quarterly management accounts.



The City Bridge Trust

Charity Registration Number: 1035628

Working with Londoners: Application for a grant

Please read the guidance notes before completing this form

Reference:
(office use only)

11382

Date Received:

13 Sep 12

Programme
Area:

2

1. About your organisation

Name of organisation applying for grant: Hackney Quest	
If the organisation is part of a larger organisation, what is its name?	
Address for correspondence 1 Poole Road, London, E9 7AE	
Postcode: E9 7AE Is this your home address? Please select	
Contact person: Mrs Colette Allen	Position: Director
Phone: 020 8533 5480	Fax: 020 8533 9972
E-mail: colette@hackneyquest.org.uk	
Website: www.hackneyquest.org.uk	
Legal status of organisation: Charity	
If registered, please give charity number: 299734	
Year and month organisation established: Aug 1988	

2. Request for funds

Under which of the Trust's themes are you applying (see our website or brochure for further details)? Bridging communities
Purpose for which funds are requested: (25 words maximum) We are looking for funding to continue with our Adult Volunteering Programme and to enhance and expand our Youth Volunteering options for young people.
How much funding is requested? Year 1: £54,879 Year 2: £61,849 Year 3: £59,435 Total: £176,163

3. Aims of your organisation

Hackney Quest aims to develop the potential of young people, support their families and the local community.

- We aim to give young people a safe and nurturing environment where they will be given opportunities to participate in personal, educational and social development activities.
- We aim to bring together young people from different geographical and ethnic communities to help break down prejudice and misunderstanding.
- We aim to provide positive role models who will help to promote the social, moral, cultural, emotional and physical development of young people.
- We aim to involve young people in the governance of Hackney Quest and encourage them to prepare for responsibilities, opportunities and expectations of good citizenship.
- We aim to support the whole family, offering support, guidance and opportunities to get involved in volunteering.

4. Main activities of your organisation

Hackney Quest is a charity that has been running successfully for the past 24 years and which supports and engages disadvantaged young people aged 8-18, their families and the local community. We run various successful projects such as:

- After school, Saturday and holiday positive activity and workshop programmes open to more than 120 young people aged 9-18
- Adult Volunteer Programme – 50+ adult volunteers supporting our young people and families in Hackney via our various projects.
- Youth Participation/Volunteer programme – aged 14+ young people developing to become peer leaders and volunteers and plan, fundraise and run the activity programme.
- 3 x daytime alternative education provisions for permanently excluded KS4 young people plus primary and secondary aged young people on fixed term exclusions.
- Estate based youth club - 2 evenings per week and during school holidays
- Family Support Project - a listening and signposting project that offers 1:1 support to those in need in the community, parenting workshops and group support.

5. Number of staff

Full-time	Part-time	Management committee members	Active volunteers
4	16	8	50

6. How do you support your volunteers?

Debriefing after every activity, individual supervision sessions, group supervisions, in house training sessions, information about external training/courses available, social events and celebration events.

7. Property occupied by your organisation

Is the main property owned or leased/rented by your organisation?	If leased/rented, how long is the outstanding lease/rental agreement?
Leased	5 years (4.5 years left)

8. Finance

From your most recent audited or independently examined accounts, complete the following:

Financial year ended -

Month: **August**

Year: **2011**

Income received from:	£
Voluntary income	55,470
Activities for generating funds	1,034
Investment income	10
Income from charitable activities	350,467
Other sources	2,921
Total Income	409,902

Expenditure:	£
Charitable activities	407,964
Governance costs	6,672
Cost of generating funds	7,599
Other	
Total Expenditure	422,235
(Deficit)/surplus for the year:	(12,333) 37,287

Asset position at year end	£
Fixed assets	13,365
Investments	
Net current assets	23,922
Long-term liabilities	
*Total A	37,287

Reserves at year end	£
Endowment funds	
Restricted funds	20,572
Unrestricted funds	16,715
*Total B	37,287

Carroll Nov 11

* Total A and Total B must be the same and should be taken from your balance sheet

9. Statutory funding

For the financial year above, what % of your income was from statutory sources?
79%

10. Material changes

Describe any material changes to the organisation's activities, structure or financial position since the date of the most recent accounts:

Hackney Quest has just been re-commissioned to run two 4yr contracts by the Hackney Learning Trust and Connecting Young Hackney (previously PAYP). This will cover the 3 x exclusions provisions and the youth programme in the evenings, weekends and holidays. There is no provision in this funding for volunteer management.

11. Previous applications to the Trust

Have you applied to the Trust before? If so, please give details:					<input checked="" type="checkbox"/>
Month/Year: Apr	/ 2001	Ref: 962	Grant received: £	OR application rejected	<input checked="" type="checkbox"/>
Month/Year: Mar July	/ 2004	Ref: 4914	Grant received: £	OR application rejected	<input checked="" type="checkbox"/>
Month/Year: Dec Mar	/ 2006	Ref: 7007	Grant received: £10,800	OR application rejected	<input type="checkbox"/>

*CE - Rollox
Nov 12.*

12. Previous funding received

Funding received by your organisation from the following sources during the last **THREE** years:
(i) City of London (other than the City Bridge Trust) **(ii)** London boroughs **(iii)** London Councils (formerly ALG)
(iv) Health authorities **(v)** Central government departments **(vi)** Other statutory bodies (e.g. Housing Corporation, Arts Council) - List source, years and annual amounts:

	Year: 2009	Year: 2010	Year: 2011
(i) LB Hackney	43,642	45,179	32,917
(ii) The Learning Trust	257,231	256,388	292,378
(iii)			
(iv)			
(v)			
(vi)			

13. Previous grants received

Grants received by your organisation from charitable trusts and foundations (other than the City Bridge Trust) during the last **TWO** years. List source, years and annual amounts:

	Year: 2010	Year: 2011
LloydsTSB	10,000	10,000
Hackney Parochial Charities	12,500	4,550
Jack Petchey	2,000	7,050
South Hackney Parochial Charties	25,000	17,000
Mercers Company	10,000	-
smaller grants	55,220	46,007

14. What steps is your organisation taking to reduce its carbon footprint?

Most staff and volunteers are local and therefore do not use public transport and those who travel to work car share; we recycle paper etc via the LB Hackney; lunches are provided in re-usable containers; where possible we do not dispose of furniture/equipment etc we offer to other people; we re-fill our printer cartridges; we encourage staff etc not to print off emails etc unless absolutely necessary and then using just black toner and printing/copying on both sides of the paper; we re-use folders etc; much of our furniture is donated by larger companies; our heating is on a timer and we shut down equipment properly - not just putting it on stand by

15. Purpose

Complete this section whatever the amount of grant requested. **In addition**, if the request is for £25,000 or more in total, a fuller proposal should be sent with this form. Also, if your application is for all or part of new or existing post(s), please enclose a copy of the relevant job description(s) including the salary level.

In order to provide the right information, please refer to guidance note 15 before completing this section.

We know that there is a need for this programme as the existing internal evidence proves that young people attending benefit massively from the diverse range of life skills and experiences that a positive volunteer team can bring. The Youth volunteer team provides inspiration and aspiration to all young people aged 8+. The Exclusion provisions aim is to engage pupils and families long-term with Hackney Quest, and building positive relationships with the volunteer team helps this to happen. HQ has a proven track record in supporting volunteers long-term to gain work and life experience, change career, gain qualifications/accreditations as volunteers. External research and evidence shows that future employment prospects are enhanced as a result of taking part in volunteering programmes. Many of our volunteers are now in permanent, paid employment as a result of volunteering with us.

The 3 year Youth and Adult volunteer programme will be delivered by the Volunteer Manager and the HQ team. We will enhance and expand the current volunteer programme, offer ongoing support, training and accreditation and grow and develop the aged 14+ Youth Volunteer programme.

Objectives, Outcomes and Outputs

1. Encourage and support volunteers who reflect the diversity of the local community
 - o Output: Maintain 50+ volunteers each year on programme, ensuring diversity is key
 - o Outcome: Engage and retain diverse group of adult and youth volunteers
2. Increase leadership and life skills, enhancing employability opportunities
 - o Output: 30+ adults and youth vols trained and/or gain accreditation, 10+ as Leaders
 - o Outcome: Adults and young people will lead sessions, gain employment and access education
3. Connect volunteers to their local community and empower them to impact others
 - o Outputs: 3000+ hours volunteering. 120+ young people and 100+ adults receiving support
 - o Outcome: volunteers engage in and impact their community and the community benefits
4. Skills and experience sharing throughout youth and adult volunteering programmes
 - o Output: 8+ groups supervisions, 2 x volunteer-led training sessions per annum
 - o Outcome: volunteers will learn new skills, teamwork and different styles of support

Hackney Quest is the right organisation to deliver this work, as we have 24 years experience of: running volunteer-led programmes for adults and young people, community peace and sports events with attendance of over 700, supporting and training adult and youth volunteers and the vision to develop the potential of young people by exposing them to a positive youth volunteer project from the age of 14. We are at the stage now that we would like to enhance and develop what we offer and the programme is currently unfunded so it is difficult to support what we believe and know is the way forward.

Our volunteers reflect the diverse community around us and bring a multitude of skills and experiences to inspire the young people. We recruit and inspire volunteers who are keen to have a positive impact on their local community and improve the opportunities of the youth in the community.

We passionately believe in encouraging young people, families and volunteers to get involved in planning and running of Hackney Quest and its volunteer programme. We have a successful Youth Participation Programme, which gives the young people an active voice in the running of the activity programme. Adult and youth volunteers are invited to feedback extensively at their supervisions, where we ask for their opinions and ideas on how we could improve and develop. Everyone is invited to our Board AGM and take part in the development of our 3-year business plan.

We value and recognise volunteers by celebrating the time, energy, enthusiasm and commitment that volunteers give to Hackney Quest, via National Volunteer week, celebration and community events

16. Explain how you will monitor and evaluate both your own outcomes and those of the programme under which you are applying.

We will monitor and evaluate our own outcomes by working within the systems that we have in place via our AQYP and IiV Quality standards and our internal processes. We will carry out an initial evaluation with the current volunteering teams to ascertain their skills/experiences and progression plans as well as their ongoing development. A debrief takes place at the end of each session, which follows the every child matters outcomes framework and ideas for improvements are kept and used for the future planning of sessions.

In addition we collate statistics on hours volunteered, accreditations and qualifications gained and employment skills and opportunities that have come us as a result of the volunteering programme. These figures and the outcomes of each programme are fed back to the Management team and Board of trustees bi-monthly and presented via the Chairs report at our AGM.

This year, we are implementing a new system of recording and reporting on outcomes uniformly across all our programmes which will give a good reflection of the progress that the young people, adults and volunteers are making by either volunteering or attending any of the services we provide. We have recently taken part in a process called the Theory of Change and will be implementing the recommendations and monitoring processes over the next year.

17. Beneficiaries

How many people will benefit from the grant per year? **200+**

In which local authority is your organisation based?
Hackney

Which borough(s) of Greater London will benefit from this grant?
(if more than one, please give % for each)
Hackney

At what address will the activity be located? **1 Poole Road, London, E9 7AE**

What age group will benefit? **8-18 year old young people and adults of all ages**

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

	%		%
White - British	11	Black - Caribbean	48
White - Irish		Black - African	11
White - Other (please describe) Turkish	4	Black - Other (please describe)	
Asian - Indian	3	Black - British	12
Asian - Pakistani	1	Chinese	
Asian - Bangladeshi	7		
Asian - Other (please describe)		Other (please describe) Mixed Race	15
Open to everyone			yes

What proportion of the beneficiaries will be disabled people?

18. Funding required for the project

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

(List main expenditure headings and amounts)

Expenditure heading	Year 1 £	Year 2 £	Year 3 £	Total £
F/T Volunteer Manager	33,106	34,099	35,122	102,327
CRBs	675	695	716	2,086
Volunteer Training	2,300	2,369	2,440	7,109
Volunteer Recruitment/PR	1,000	1,030	1,060	3,090
Training Residential	-	3,600	-	3,600
Volunteer Appreciation	1,000	1,030	1,060	3,090
Activity & Exclusions Volunteer Expenses	2,340	2,410	2,482	7,232
Family Support Volunteer Expenses	1,800	1,854	1,909	5,563
Investing in Volunteers (renewal)	3,000	3,090	3,182	9,272
Resources	500	515	530	1,545
Building Overheads	3,000	3,090	3,182	9,272
Management Costs	7,158	8,067	7,752	22,977
TOTAL	55 54,879	61,849	59,435	176,163

What income has already been raised?

(List amounts and main sources)

177,163

Source	Year 1 £	Year 2 £	Year 3 £	Total £
TOTAL				

What other funders are currently considering the proposal?

The London Borough of Hackney

19. Funding requested from the Trust

How much is requested from the Trust? (List main expenditure headings and amounts)

Expenditure heading	Year 1 £	Year 2 £	Year 3 £	Total £
F/T Volunteer Manager	33,106	34,099	35,122	102,327
CRBs	675	695	716	2,086
Volunteer Training	2,300	2,369	2,440	7,109
Volunteer Recruitment/PR	1,000	1,030	1,060	3,090
Training Residential	-	3,600	-	3,600
Volunteer Appreciation	1,000	1,030	1,060	3,090
Activity & Exclusions Volunteer Expenses	2,340	2,410	2,482	7,232
Family Support Volunteer Expenses	1,800	1,854	1,909	5,563
Investing in Volunteers (renewal)	3,000	3,090	3,182	9,272
Resources	500	515	530	1,545
Building Overheads	3,000	3,090	3,182	9,272
Management Costs	7,158	8,067	7,752	22,977
TOTAL	55 54,879	61,849	59,435	176,163

20. Funding requested from the Trust (continued)

When will the funding be required? **As soon as possible**

Is the activity to continue beyond the period for which funding is requested?
If so, how will it be resourced? **We will continuously be raising funds for this programme via grant-making trusts and donations.**

If any planning or other statutory consents are required for the project to proceed, what stage have the applications reached? **Not applicaable**

Declaration on behalf of applicant organisation

I, **Colette Allen** (your name)

am an authorised representative of

Hackney Quest (your organisation)

within which I am **Director** (your position)

To the best of my knowledge, all the information that I have provided in this application form is correct

Signature



Date

10/9/2012

Return the completed form to: The City Bridge Trust

City of London

PO Box 270

Guildhall

London EC2P 2EJ

Please

- **do not send this application by fax or e-mail** – unless applying online, applications must be posted to the Trust
- **do send the information in the checklist** – if items are missing, your application will be returned to you
- **do send only the information in the checklist** – if further information is required, we will contact you
- **do ensure you have signed and dated this form** – we cannot accept forms which have not been signed and dated
- **do use the correct postage** – the completed form and additional materials are likely to exceed 100g in weight

ASSESSMENT CATEGORY - Bridging Communities**Age UK London****Ref: 11460****Amount requested: £61,968****Adv: Jenny Field****Base: Southwark****Benefit: London-wide**

Purpose of grant request: To inform and engage older Black, Asian, Minority Ethnic and Refugee (BAMER) Londoners (individuals and community groups) in a London-wide group advocacy and engagement hub.

Background

Age UK London is a social policy, research, campaigning and development agency, tackling issues that affect older people. Together with local Age UKs, Age Concerns, older people's borough forums and others, it works across London to expand the contribution of older people, improve their quality of life and enhance their status and influence.

Funding History

You have funded Age UK London on three occasions previously, the most recent of which was a grant of £120,000 over two years in October 2007, towards training Age UK staff in three boroughs in how to make services more accessible for older people from BME communities. This grant came to an end in December 2009 and has been satisfactorily monitored. In addition, you awarded a grant of £85,000 over three years to Greater London Forum for Older People in June 2008, payable through Age UK London which acts as the employer of the Forum's staff. The grant was towards the salary of an ethnic elders Outreach Worker and led to the establishment of the London Minority Ethnic Elders (LMEE) group, the subject of the application before you today.

Current Application

You are requested to continue funding LMEE for a further two years. Monitoring of the project to date has been very good. There are currently 266 BME elders participating in the LMEE group. The Outreach Worker has worked with the group to build its skills and confidence to feed into the health and social care policy agenda and related matters such as housing and income.

It is well-documented that people are living longer. Nearly 1.2 million people in London are aged over 60, with approximately 20% of the total population aged 60 – 80 years being from BME communities. At the same, the worlds of health and social care and welfare benefits are rapidly changing and becoming increasingly complex. Research undertaken by Age UK London on behalf of the Department of Health reported that BME

communities are not accessing self-funder services and have low understanding of care brokerage, compared to others. Older BME people are at particular risk of missing out on information relating to the range of key changes that will affect them, with language barriers and cultural needs compounding the problem.

Funding for an additional two years will enable the Outreach Worker to expand the LMEE group, aiming to increase membership to 600 individuals and 100 organisations. The Outreach Worker will continue to raise awareness and engagement through a targeted programme of workshops and an annual conference. Four focus groups with statutory providers will be organised. The worker will, at the same time, work with the wider voluntary sector in London to develop a London-wide hub focusing on the needs of BME elders in order to increase reach and group advocacy.

Financial Observations

Audited accounts for the year ended 31st March 2101 record a surplus of £118,528 (5.2% of turnover). The Trustees of Age UK London calculate that the minimal level of reserves it requires to meet its liabilities, in the unlikely event of needing to wind down the charity, is £473,000. As at 31st March 2012, unrestricted free reserves were below this target, standing at £336,994. A surplus of just over £26,000 is projected for 2013/14.

Officer's Appraisal

Whilst three years is the maximum period that you will usually fund a project or activity, your policies allow you to consider funding for a further two years, work which is of particular strategic importance to London. Age UK London is the only London-wide older people's capacity-building organisation and therefore it has the links across all boroughs, including with grass roots older people's groups, pan-London older people's groups and others such as sheltered housing providers. Given London's rising older people's population, including those from BME communities, and the complex changes in so many aspects of their daily lives that will be rolled out over the next two years, your officers are of the view that this project is strategically important for London.

The level of grant recommended is slightly lower than that requested as it was felt that the amount budgeted for management and overheads was rather high.

Recommendation

£67,000 over two years (£32,000; £35,000) towards the part-time salary (30 hours per week) and associated running costs of an Outreach Worker to involve BME elders in a London-wide advocacy and engagement hub.



The City Bridge Trust

Charity Registration Number: 1035628

Working with Londoners: Application for a grant

Please read the guidance notes before completing this form

Reference:
(office use only)

11460

Date Received:

30/10/2012

Programme
Area:

02

1. About your organisation

Name of organisation applying for grant: Age UK London	
If the organisation is part of a larger organisation, what is its name? n/a	
Address for correspondence: 21 St Georges Road London	
Postcode: SE1 6ES Is this your home address? No	
Contact person: Ms Samantha Mauger	Position: Chief Executive
Phone: 02078206770	Fax: 02078201063
E-mail: smauger@ageuklondon.org.uk	
Website: http://www.ageuk.org.uk/london	
Legal status of organisation: Registered Charity If registered, please give charity number: 1092198 Date organisation established: 02/04/2002	

2. Request for funds

Under which of the Trust's themes are you applying (see our website or brochure for further details)? Bridging Communities
Purpose for which funds are requested: (25 words maximum) To inform and engage older Black, Asian, Minority Ethnic and Refugee (BAMER) Londoners (individuals and community groups) in a London-wide group advocacy and engagement hub.
How much funding is requested? Year 1: £34,984 Year 2: £38,084 Year 3: £0 Total: £73068

3. Aims of your organisation

Age UK London raises the voice and addresses the needs of older Londoners. Its aims are:

- To provide the London wide voice for our members and to promote the interests of older people across London. To call for action and change through campaigns, research and engagement.
- To support London Age UKs through capacity building and obtaining funds and resources for service delivery at local level.
- To run an efficient enterprise operation which provides a good service for older people and which raises unrestricted funds for local Age UKs. To develop retail outlets across the region to achieve this.
- To co-ordinate the regional voice and regional activity for the benefit of members of Age UK London with the Age England Association and with Age UK.

Age UK London is a charitable company limited by guarantee (no. 4407861). Its beneficial area is Greater London.

4. Main activities of your organisation

Age UK London is a social policy, research, campaigning and development agency, tackling issues which affect older people. Together with local Age UKs, Age Concerns, older people's borough forums and others, it works across London to expand the contribution of older people, improve their quality of life and enhance their status and influence.

Age UK London addresses the needs of older people through:

- Engagement and campaigning: local and regional support to empower older people to put their concerns to decision makers to develop solutions for change. This includes support to local forums (13,600 members), the London Minority Ethnic Elder forum (266 beneficiaries) and Campaigns Alliance (15 members).
- Research and social policy: demonstrating the needs and contributions of older people.
- Programmes for change, including intergenerational digital inclusion (1730 beneficiaries), a Department of Health care and support programme (2266 beneficiaries) and a health and wellbeing programme.

A recent success has been the 'On the Buses' campaign, which has persuaded bus companies and Transport for London to include older people as participants in their future training plans for bus drivers.

5. Number of staff

Full-time	Part-time	Management committee members	Active volunteers
8	10	12	35

6. How do you support your volunteers?

All receive a full induction, with reviews to assess progress. Volunteers are given a role description, training and information on policies/practices (e.g. confidentiality, diversity and equality). All volunteers have a named person who they are responsible to, who provides regular support, guidance and feedback.

7. Property occupied by your organisation

Is the main property owned or leased/rented by your organisation?	If leased/rented, how long is the outstanding lease/rental agreement?
Rented	2016

8. Finance

From your most recent audited or independently examined accounts, complete the following:

Financial year ended - **Month: March**

Year: 2012

Income received from:	£
Voluntary income	248,355
Activities for generating funds	821,094
Investment income	1,883
Income from charitable activities	1,134,086
Other sources	57,680
Total Income	2,263,098

Expenditure:	£
Charitable activities	1,279,456
Governance costs	11,360
Cost of generating funds	853,754
Other	0
Total Expenditure:	2,144,570
(Deficit)/surplus for the year:	118,528

Asset position at year end:	£
Fixed assets	45,886
Investments	928,116
Net current assets (liabilities)	340,304
Long-term liabilities	(82,480) 0
*Total A:	1,231,826

Reserves at year end:	£
Endowment funds	0
Restricted funds	3,360 758,360
Unrestricted funds	1,228,466 473,466
*Total B:	1,231,826

* Total A and Total B must be the same and should be taken from your balance sheet

9. Statutory funding

J.F 12/12/12

For the financial year above, what % of your income was from statutory sources?
30%

10. Material changes

Describe any material changes to the organisation's activities, structure or financial position since the date of the most recent accounts:

The organisation has amalgamated the individual subsidiary trading companies of local Age UKs which provide an insurance service to older people and in addition raises over £350,000 that is distributed in grants to local Age UKs. The cost of the service which also raises the grants are shown in the £853,754 cost of generating funds figure above.

11. Previous applications to the Trust

Have you applied to the Trust before? If so, please give details:

Month/Year:	08/08	Ref:	8245	Grant received:	£120,000	OR application rejected?	No
Month/Year:	07/04	Ref:	4381	Grant received:	£150,000	OR application rejected?	No
Month/Year:		Ref:		Grant received:		OR application rejected?	

12. Previous funding received

Funding received by your organisation from the following sources during the last **THREE** years:
(i) City of London (other than the City Bridge Trust) **(ii)** London boroughs **(iii)** London Councils (formerly ALG)
(iv) Health authorities **(v)** Central government departments **(vi)** Other statutory bodies (e.g. Housing Corporation, Arts Council) - List source, years and annual amounts:

	Year: 2009	Year: 2010	Year: 2011
(i) None			
(ii)			
(iii) Policy and Voice	134,167	230,000	230,000
Information and Advice	65,000	156,000	156,000
(iv) Health and Social Care		58,333	50,000
(v) Department of Health s64		59,125	66,435
(vi) None			

13. Previous grants received

Grants received by your organisation from charitable trusts and foundations (other than the City Bridge Trust) during the last **TWO** years. List source, years and annual amounts:

	Year: 2010	Year: 2011
Big Lottery Basis	93,419	107,156
Big Lottery Reaching Communities	159,201	169,673
Fit as a Fiddle	301,563	313,909
Nationwide Moneywise		10,000
LVSC Health partnerhsip		4,800

14. What steps is your organisation taking to reduce its carbon footprint?

Age UK London recognises the importance of the impact of our activities on the environment and actively seeks ways to conserve energy and minimise waste. We successfully achieved the ISO 14001 environmental quality mark in 2009 and have held this for the past 3 years. We work to raise staff awareness of energy conservation and engage with suppliers who have established environmental credentials. Age UK London has targets for recycling consumables. Waste, including utility services, paper and general waste for landfill, is minimised in line with specific objectives. Age UK London utilises and promotes the use of recycled materials whenever possible. Electricity, water and gas supplies are managed to ensure minimum consumption through energy efficient initiatives. We make efficient use of natural light within our building and conserve energy by adopting an 'only turn on when using' approach to equipment.

15. Purpose

Complete this section whatever the amount of grant requested. **In addition**, if the request is for £25,000 or more in total, a fuller proposal should be sent with this form. Also, if your application is for all or part of new or existing post(s), please enclose a copy of the relevant job description(s) including the salary level.

In order to provide the right information, please refer to guidance note 15 before completing this section.

The number of older people in London is rising and people are living longer. Nearly 1.17million people are aged 60 or over, with approximately 20% of the total population aged 60-80 years from Black, Asian, Minority Ethnic and Refugee (BAMER) groups. Recent research for the Department of Health reported that BAMER groups are not accessing self-funder services and also have a low understanding of care brokerage, compared to others. These groups are at particular risk of missing out on information related to key changes to these areas, with language and cultural requirements also impacting. Local voluntary and community organisations working with older BAMER people have a fundamental role in supporting them through group advocacy, ensuring social inclusion and maintaining health and well being.

Delivery

This project will use an Outreach Worker to expand the existing Age UK London Minority Ethnic Elders (LMEE) Group, to include both individual activists and older people's BAMER groups across London. The project will increase individual and group skills in engagement and influencing through a series of targeted workshops, with a focus on influencing the developing health and social care agenda and other related issues such as housing and income. The post will simultaneously work with the wider voluntary sector in London to develop a London-wide hub focusing on the needs of BAMER elders to increase reach and group advocacy.

Specifically, the outreach worker will bring communities together through:

- Using the newly developed Reaching Marginalised Groups toolkit to increase membership to 600 individuals and 100 organisations.
- Increasing awareness and engagement through a programme of ten half-day workshops and an annual conference focusing on specific health and social care changes.
- Encouraging closer working and networking between different BAMER and faith groups by hosting an exhibition-style event highlighting different cultures and delivering four workshops a year on advocacy and the advantages of networking.
- Organising four focus groups with statutory and service provider organisations on priority issues to deliver improved services.
- Establishing a group of older BAMER leaders to develop a London-wide LMEE website Hub with volunteer contributors recruited and trained.
- Addressing and planning for sustainability of the LMEE group by agreeing objectives at the project outset and working towards achieving this.

The aims of the project are to:

- Bring BAMER communities together through workshops and events to break down barriers and increase understanding between groups and more widely.
- Provide a London-wide Hub for BAMER organisations to improve information dissemination, networking and to trigger discussion.

As the only London-wide age sector capacity building and engagement organisation, Age UK London is ideally placed to deliver this project. We have existing, extensive links across all boroughs, including with grass roots and community older people's organisations, pan-London smaller older people's groups and others such as sheltered housing providers. This includes groups comprising those of different ethnicity, culture, sexual orientation and those who are disabled, home bound, in sheltered accommodation and residential care.

This project meet the Trust's themes and required outcomes by providing a means for people from diverse backgrounds to connect and work together constructively, to ensure their views are heard, as an important and integral part of the wider London community voice. The expansion of the LMEE group will provide a solid base of best practice enabling individuals and organisations to share skills, experience and engagement activities. It will allow groups to ensure their voices are heard through combined group advocacy, prevent marginalisation and ensure equality of access for services. Age UK London has an established volunteering programme (20% are from BAMER communities) and leads on ISO14001 in reducing its carbon footprint.

16. Explain how you will monitor and evaluate both your own outcomes and those of the programme under which you are applying.

The project will monitor outcomes against a work plan agreed with the project reference group at the project outset. This will include monitoring membership of the LMEE group on a quarterly basis in terms of numbers participating, ethnicity reach and geographical spread across the Capital. Similarly, numbers of people and/or organisations at each event/workshop, communities and boroughs represented will be monitored by equalities monitoring forms (and to enable targeted recruitment as required). The appropriateness of project resources and how participants intend to utilise/disseminate the information back to their contacts and communities, will be recorded and used to shape future participation.

We will track changing attitudes and relationships over the project duration through interviews and focus groups at the project start and at the end of years 1 and 2. These will be used to evaluate understanding and respect between different BAMER individuals/organisations and towards statutory providers.

17. Beneficiaries

How many people will benefit from the grant per year? 850			
In which local authority is your organisation based? Southwark			
Which borough(s) of Greater London will benefit from this grant? (if more than one, please give % for each) The programme will be targeted at all 32 London boroughs plus the City of London			
At what address will the activity be located? The office is based in Southwark but reach will be London-wide			
What age group will benefit? Over 60			
What will the ethnic grouping(s) of the beneficiaries be?			
	%		%
White - British		Black - Caribbean	
White - Irish		Black - African	
White - Other (please describe)		Black - Other (please describe)	
Asian - Indian		Black - British	
Asian - Pakistani		Chinese	
Asian - Bangladeshi			
Asian - Other (please describe)		Other (please describe) This will be 100% mix of non white ethnic groups comprising of all of the above.	
			Open to everyone
What proportion of the beneficiaries will be disabled people? 20%			

18. Funding required for the project

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

(List main expenditure headings and amounts)

Expenditure heading	Year 1 £	Year 2 £	Year 3 £	Total £
Staff costs (30 hours)	23,100	23,100		46,200
Desk costs/ postage and photocopying	3,600	3,600		7,200
IT	944	944		1,888
Management Finance and Admin	5,940	5,940		11,880
Workshops and Event Costs	4,500	4,500		9,000
TOTAL	38,084	38,084		76,168

What income has already been raised? (List amounts and main sources)

Source	Year 1 £	Year 2 £	Year 3 £	Total £
Legacies	3,100			3,100
TOTAL	3,100			3,100

What other funders are currently considering the proposal?

Funder	£
None	
TOTAL	

19. Funding requested from the Trust

How much is requested from the Trust? (List main expenditure headings and amounts)

Expenditure heading	Year 1 £	Year 2 £	Year 3 £	Total £
Staff costs (30 hours)	23,100	23,100		46,200
Desk costs/ postage and photocopying	3,600	3,600		7,200
IT	944	944		1,888
Management Finance and Admin	5,940	5,940		11,880
Workshops and Event Costs	1,400	4,500		5,900
	34,984	38,084		73,068
TOTAL	34,984	38,084		73,068

20. Funding requested from the Trust (continued)

When will the funding be required? 01/12/2012
Is the activity to continue beyond the period for which funding is requested? If so, how will it be resourced? The aim is to sustain and further increase the autonomy of the LMEE group by developing links with other BAMER organisations in London and establishing it as a hub of good practice and resources to continue beyond the period of funding.
If any planning or other statutory consents are required for the project to proceed, what stage have the applications reached? N/A

Declaration on behalf of applicant organisation

I, <u>SAMANTHA MAHUR</u> (your name)
am an authorised representative of <u>ALG UK LONDON</u> (your organisation)
within which I am <u>CHIEF EXECUTIVE</u> (your position)
To the best of my knowledge, all the information that I have provided in this application form is correct
Signature <u>S. Mahur</u> Date <u>5.11.2017</u>

Return the completed form to: The City Bridge Trust
City of London
PO Box 270
Guildhall
London EC2P 2EJ

Please

- do not send this application by fax or e-mail – unless applying online, applications must be posted to the Trust
- do send the information in the checklist – if items are missing, your application will be returned to you
- do send only the information in the checklist – if further information is required, we will contact you
- do ensure you have signed and dated this form – we cannot accept forms which have not been signed and dated
- do use the correct postage – the completed form and additional materials are likely to exceed 100g in weight

ASSESSMENT CATEGORY - Exceptional

Human Trafficking Foundation

Ref: 11318

Amount requested: £120,000

Adv: Clare Thomas

Base: Outside London

Benefit: London-wide

Purpose of grant request: Towards core costs.

Background

The Human Trafficking Foundation (HTF) grew out of the work of the UK's first All Party Parliamentary Group on human trafficking. Its founders include Anthony Steen, former Conservative MP, (now the Chairman), Lady Butler-Sloss DBE, the Rt Hon Frank Field MP and the Rt Hon Clare Short. HTF became a formal charity in 2010 and its principal objective is "to support and add value to the work of the many charities operating to combat human trafficking in the UK". It adds value to smaller charities operating in this area because it has a powerful voice within Parliament and it brings together key messages from the smaller service providers to help inform and shape future policy and to help ensure that existing policy is effectively enforced.

Human trafficking, or modern-day slavery, takes many forms. It is a global business and the source of large profits for the traffickers. The traffickers' networks are fluid and are quick to find new markets from which to profit. The number of people pressed into forced labour or domestic servitude is rising despite the best efforts of successive governments. United Nations figures suggest that 800,000 people are trafficked annually in one form or another and this is considered a conservative estimate; there are more people in slavery today than in the entire 350 year history of the Transatlantic Slave Trade and 1 in 8 of these is trafficked in Europe.

Funding History

None.

Current Application

This application will support a range of HTF's core activities including parliamentary liaison, preparation of briefings, producing high quality and rigorous policy analysis; and working with charities providing direct services such as emergency housing, counselling, benefits, employment and advice to people who have been trafficked. A detailed work programme has been provided.

Much of the work will be addressing the pressing need for increased public awareness about the scale of the problem. A recent Association of Chief Police Officers' report identified 2,212 brothels in London alone, and the police estimate that up to 50% of those in brothels may have been trafficked. Increasingly in London, trafficked young people, predominantly from Eastern Europe and the former Soviet Union, are involved in criminal activities, such as ATM theft, pick-pocketing and sexual exploitation. Despite the police, other key agencies and politicians' awareness of the growing problem, in 2011 only 8 defendants were found guilty of trafficking for sexual exploitation.

HTF's campaigning efforts are concentrated on Anti-Slavery Day, on 18th October. This provides an opportunity to draw attention to the issue and aims to put pressure on governments, local authorities, public institutions and private and public companies, to help address the problems arising from human trafficking.

Financial Observations

The audited accounts for the year ended 31st December 2011 show gross income of £225,449, of which £159,991 was spent on the charity's work, leaving a surplus of £65,458 (29% of turnover).

Trustees have agreed a reserves policy which requires that unrestricted free reserves be held at a level of £35,000, equal to three months' running costs, plus a further £30,000 to cover annual rental costs. In-line with this policy, unrestricted free reserves as at 31st December 2011 amounted to £65,323.

The latest forecast (prepared November 2012) for the current year to 31st December 2012 shows expenditure of £224k and income of £187k, leaving a deficit of £37k which would reduce unrestricted free reserves to approximately £28k and below the reserves policy target of £65k.

The budget for the following year to 31st December 2013 shows secured income of 156k against projected expenditure of £214k. Should you agree a grant today for £40k per annum, then the charity would need to find £18k to break-even. The charity is confident that it can raise the balance and so far has submitted a funding request to another organisation for £5k. Two charitable foundations have also been approached.

Officer's Appraisal

HTF is a small organisation which punches above its weight and it has been very influential with Parliamentarians and other policy-makers. It has brought to their attention solid evidence about trafficking which it has gathered from 35 specialist non-governmental organisations. Whilst HTF is a national organisation, much of its work concentrates on London where

38% of the known victims of trafficking reside. Human trafficking is a particularly difficult crime to identify and prevent; and HTF is doing much to expose the horrors which accompany it. Many of the voluntary organisations which work in this area have a specialist role, concentrating on children, domestic slavery or those involved in prostitution. HTF communicates the big picture issues and speaks with an influential voice in a way no other charity undertakes, making it 'exceptional' on a number of counts.

Recommendation

£120,000 over 3 years (£40,000; £40,000; £40,000) towards HTF's core costs for anti-trafficking work in London.



The City Bridge Trust

Charity Registration Number: 1035628

Working with Londoners: Application for a grant

Please read the guidance notes before completing this form

Reference: (office use only) 11318
Date Received: 26.7.12
Programme Area: 2

1. About your organisation

Name of organisation applying for grant: Human Trafficking Foundation	
If the organisation is part of a larger organisation, what is its name? n/a	
Address for correspondence Alpha House 100 Borough High Street London	Iveco House Station Road Watford, Hertfordshire WD17 1SR
Postcode: SE1 1LB Is this your home address? No	
Contact person: Mr Anthony Steen	or Tamsin Maddock Position: Chairman of Trustees
Phone: 0207 863 3116 01923 810100	Fax:
E-mail: anthony.steen@humantraffickingfoundation.org or T.maddock@humantraffickingfoundation.org	
Website: www.humantraffickingfoundation.org	
Legal status of organisation: Registered charity/company limited by guarantee	
If registered, please give charity number: 1134448	
Year and month organisation established: February 2010	

2. Request for funds

Under which of the Trust's themes are you applying (see our website or brochure for further details)? Bridging communities EXCEPTIONAL
Purpose for which funds are requested: (25 words maximum) Towards core costs
How much funding is requested? Year 1: £40,000 Year 2: £40,000 Year 3: £40,000 Total: £120,000

3. Aims of your organisation

The Human Trafficking Foundation was created to support and strengthen the work of the many charities and agencies operating to combat human trafficking in the UK. Our vision is of a UK which presents a hostile environment for human traffickers, where there is widespread public awareness of the evils of trafficking and support for those who are its victims, and where traffickers are swiftly and effectively brought to justice.

The Foundation aims: • to equip policy makers and the lead statutory agencies with a greater understanding of the rapidly changing realities of human trafficking, so enabling failures in current policy to be tackled and addressed • to increase public awareness of trafficking, so that a greater weight of public concern and reporting makes the UK increasingly hostile to traffickers • to provide a sustained and collective voice for all the very different organisations working in the sector.

4. Main activities of your organisation

We work in close partnership with over 35 specialist non-governmental organisations to:

- collect up-to-date information about the current reality and impacts of human trafficking, so as to identify the changes which are needed in policy and practice
- communicate clear messages, based on solid evidence, to parliamentarians and policy-makers, so as to bring about these changes. In the first 6 months of 2011, for example, just under half of the 160 Parliamentary Questions tabled in the House of Commons (by both side of the House) on issues relating to human trafficking were suggested and researched by the Foundation.
- plan and coordinate public awareness campaigns: e.g. in 2011 the Foundation managed the Anti-Slavery Day Media Awards hosted in the House of Lords; coordinated a reception at 10 Downing Street hosted by the Prime Minister to mark Anti-Slavery Day and the work of the Foundation; set up a film festival highlighting modern day slavery in City Hall; and contributed to a series of Anti-Slavery events in Russell Square.

A separate project has been set up to manage and deliver our activity outside London, working with the devolved administrations and local authorities across the regions.

5. Number of staff

Full-time	Part-time	Management committee members	Active volunteers
1	2	4	2

6. How do you support your volunteers?

Our volunteers work alongside staff within a very small team and are therefore fully integrated across all aspects of the Foundation's work and made fully aware of the value placed on their contribution.

7. Property occupied by your organisation

Is the main property owned or leased/rented by your organisation?	If leased/rented, how long is the outstanding lease/rental agreement?
rented	3 months

8. Finance

From your most recent audited or independently examined accounts, complete the following:

Financial year ended -

Month: **December**

Year: **2011**

Income received from:	£
Voluntary income	225,449
Activities for generating funds	
Investment income	
Income from charitable activities	
Other sources	
Total Income	225,449

Expenditure:	£
Charitable activities	157,591
Governance costs	2,400
Cost of generating funds	
Other	
Total Expenditure	159,991
(Deficit)/surplus for the year:	65,458

Asset position at year end	£
Fixed assets	7,045
Investments	
Net current assets	70,021
Long-term liabilities	
*Total A	77,066

Reserves at year end	£
Endowment funds	
Restricted funds	4,698
Unrestricted funds	72,368
*Total B	77,066

* Total A and Total B must be the same and should be taken from your balance sheet

9. Statutory funding

For the financial year above, what % of your income was from statutory sources?
none

10. Material changes

Describe any material changes to the organisation's activities, structure or financial position since the date of the most recent accounts:

Rt Hon Frank Field DL MP was appointed a Trustee in April 2012. The Parliamentary Affairs Manager leads on the charity's London-based activity and a part-time financial administrator was recruited in February 2012. A separate project has been set up to develop anti-trafficking activity at a local and regional level across the UK, led by the former General Manager who is now employed in a freelance capacity.

11. Previous applications to the Trust

Have you applied to the Trust before? If so, please give details:						<input checked="" type="checkbox"/>
Month/Year: -	/ -	Ref:	Grant received: £	OR application rejected		<input type="checkbox"/>
Month/Year: -	/ -	Ref:	Grant received: £	OR application rejected		<input type="checkbox"/>
Month/Year: -	/ -	Ref:	Grant received: £	OR application rejected		<input type="checkbox"/>

12. Previous funding received

Funding received by your organisation from the following sources during the last **THREE** years:
(i) City of London (other than the City Bridge Trust) **(ii)** London boroughs **(iii)** London Councils (formerly ALG)
(iv) Health authorities **(v)** Central government departments **(vi)** Other statutory bodies (e.g. Housing Corporation, Arts Council) - List source, years and annual amounts:

	Year: 2009	Year: 2010	Year: 2011
(i) no funding from these sources			
(ii)			
(iii)			
(iv)			
(v)			
(vi)			

13. Previous grants received

Grants received by your organisation from charitable trusts and foundations (other than the City Bridge Trust) during the last **TWO** years. List source, years and annual amounts:

	Year: 2010	Year: 2011
Michael Bishop Foundation	25,000	101,000
Task Force Trust	3,500	
Esmee Fairbairn Foundation		75,000
Matthew Heathcoat Amory Foundation		4,000

14. What steps is your organisation taking to reduce its carbon footprint?

The Foundation observes good practice in, for example: recycling all materials used in the office; ensuring electrical items are switched off when not in use and at the end of the day; and encouraging staff to print documents and email only where necessary. Staff travel to work using public transport.

HTF is keen to take further action to reduce its carbon footprint and would welcome any good practice guidance the City Bridge Trust may be able to provide, based on its experience with other small charities.

15. Purpose

Complete this section whatever the amount of grant requested. **In addition**, if the request is for £25,000 or more in total, a fuller proposal should be sent with this form. Also, if your application is for all or part of new or existing post(s), please enclose a copy of the relevant job description(s) including the salary level.

In order to provide the right information, please refer to guidance note 15 before completing this section.

Human trafficking – the exploitation of human beings for profit – takes many forms, including sexual exploitation, forced labour or services, the trafficking of children for criminal activity or for sexual exploitation, and domestic servitude. The efforts of successive Governments to tackle its causes and effects have met with limited success, not least because of the fluidity and reach of trafficking networks, which are notoriously quick to adapt to changing circumstances. Limited public understanding of the issue compounds the problem: people are slow to recognise instances of trafficking in their midst and to report these to the police.

Charities working directly with victims of trafficking are well placed to understand the changing 'landscape' of trafficking: they see how traffickers are circumventing anti-trafficking measures and witness directly the impact of existing policies and practice on victims. However the issue transcends the scope of any single existing NGO, many of which operate in specialised fields (e.g. domestic servitude, child trafficking). No existing individual agency has the capacity, the expertise or the connections to exert influence for the sector as a whole, as HTF is doing.

AIMS AND OBJECTIVES: The Foundation will continue to work with NGOs to identify areas where current policy/practice is failing, to gather evidence of these failures and to identify the changes needed. We will act as a powerful voice for the anti-trafficking community, putting clear, consistent messages and evidence to parliamentarians across all parties and ensuring that the most pressing issues are recognised and addressed at the highest levels. We will also bring our influence to bear to maximise the impact across London of the annual Anti-Slavery Day Campaign, developed in partnership with all the NGOs working against trafficking in the UK. Over the next 3 years we will:

- i. equip the All Party Parliamentary Group on Human Trafficking with fresh, relevant evidence and information on a weekly basis, ensuring prominence for trafficking issues in debates in both the House of Commons and the Lords. We aim to ensure at least 120 relevant parliamentary questions are tabled each year, leading to policy changes which improve the circumstances and treatment of victims of trafficking in the UK - of which a large proportion (c. 38%) are in London.
- ii. advance the work of over 20 London-based charities by: brokering meetings between NGO representatives and key policy-makers; developing new service standards/guidelines in agreed, priority areas of need; and offering meeting and training facilities at minimal cost in our new premises.
- iii. maximise the impact of Anti-Slavery Day campaigns. We will extend participation in this initiative across London to include (in Year 1) 22 London-based NGOs, 7 London Councils, 3 Higher Education establishments and 2 arts organisations. We will deliver 3 high-profile events in London each year, communicating the pressing issues of human trafficking directly to policy-makers and opinion formers at the highest level. This will increase awareness of the issues and tackle directly the lack of political will which is the single, most significant barrier to effecting change.

HTF is well-placed to deliver this work: its trustees include Lady Butler-Sloss, Rt Hon Frank Field MP and Anthony Steen and all are active in lobbying across both Houses of Parliament. Weekly meetings are in place with the All-Party Parliamentary Group on Human Trafficking. HTF has built strong relationships with the many charities and agencies working in the sector and is kept abreast of issues as they evolve through its advisory group, which meets quarterly. Human trafficking is a fluid and rapidly evolving international trade which impacts heavily on London as a major international city – it is by its very nature opportunistic, seizing occasions such as the Olympics and high-value, labour-hungry projects to exploit human beings for profit. Our work will constantly respond to pressing new needs and circumstances impacting directly on Londoners and which cannot be accommodated within the Trust's priorities. We meet the Trust's principles of Good Practice by designing our work around the needs and priorities expressed by the NGOs we exist to serve (and thus the needs and circumstances of the victims of trafficking they support). We welcome people of all backgrounds and faiths and value our volunteers as an integral part of our small team. Steps taken to reduce our carbon footprint are noted in 14. above.

16. Explain how you will monitor and evaluate both your own outcomes and those of the programme under which you are applying.

i. Influence policy decisions: HTF will measure progress by tracking a) all relevant briefings, contacts brokered and information submitted to individual parliamentarians b) the Parliamentary Questions tabled as a result and c) significant decisions following these interventions.

ii. Advance the work of the sector: the Foundation will measure progress by keeping all relevant records (e.g. use of its facilities by the anti-trafficking community, consultation leading to the setting up and delivery of new initiatives) and collecting feedback on the uptake and perceived usefulness of new service standards agreed. It will also track new members joining the NGO Advisory Forum, as evidence that HTF is making a positive and tangible difference for its partners.

iii. maximize the impact of Anti-Slavery Day at all levels of society: we will measure this through e.g. the number of influencers and policy makers directly attending Anti-Slavery Day events (such as the high-profile Anti-Slavery Day Media Awards), the reach of press and PR activity surrounding the campaign, and the audience and participant numbers attending specific events.

17. Beneficiaries

How many people will benefit from the grant per year? **At least 250 victims of trafficking in London (+ all those working to combat trafficking)**

In which local authority is your organisation based?
City of London

Which borough(s) of Greater London will benefit from this grant?
(if more than one, please give % for each)
all Greater London boroughs

At what address will the activity be located? **various across London**

What age group will benefit? **c. 20% aged under 18, the other 80% largely aged under 35**

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

	%		%
White - British		Black - Caribbean	
White - Irish		Black - African	
White - Other (please describe)		Black - Other (please describe)	
Asian - Indian		Black - British	
Asian - Pakistani		Chinese	
Asian - Bangladeshi			
Asian - Other (please describe)		Other (please describe)	
Open to everyone			Yes

What proportion of the beneficiaries will be disabled people?
low levels of physical disability but many are suffering mental and emotional trauma

18. Funding required for the project

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

(List main expenditure headings and amounts)

Expenditure heading	Year 1 £	Year 2 £	Year 3 £	Total £
salaries (incl. NI/pension contribution)	76,500	78,810	81,080	236,390
rates and utilities	12,500	14,000	15,500	42,000
telephone/broadband	4,500	4,635	4,774	13,909
postage and stationery	3,296	3,395	3,497	10,188
website development	1,545	1,591	1,639	4,775
print, PR, communications	8,240	8,487	8,742	25,469
accountancy and audit, IT	5,665	5,835	6,010	17,510
support staff costs	20,000	21,000	22,000	63,000
meetings, conferences, training	5,500	6,000	6,500	18,000
travel (international and UK)	23,500	24,000	24,500	72,000
regional and local projects	25,000	25,500	26,000	76,500
Anti-Slavery Day campaign and events	49,500	50,500	51,500	151,500
victim support	2,000	2,000	2,000	6,000
other	5,000	5,000	5,000	15,000
TOTAL	242,746	250,753	258,742	752,241

What income has already been raised?

(List amounts and main sources)

Source	Year 1 £	Year 2 £	Year 3 £	Total £
Michael Bishop Foundation	60,000	75,000	75,000	210,000
Esmee Fairbairn Foundation	60,000			60,000
Steen Associates (M&A Aerospace)	25,000	25,000	30,000	80,000
Other (trusts, individuals, business)	8,064	4,000	4,000	16,064
TOTAL	153,064	104,000	109,000	366,064

What other funders are currently considering the proposal?

Applications are being prepared for the A B Charitable Trust and Bromley Trust (c. £25,000 in total towards 2014 costs) and we will be approaching the Esmee Fairbairn Foundation in early 2013 to discuss a further grant, for 2014 and beyond.

19. Funding requested from the Trust

How much is requested from the Trust? (List main expenditure headings and amounts)

Expenditure heading	Year 1 £	Year 2 £	Year 3 £	Total £
Contribution to staffing costs:				
Parliamentary Affairs Mgr (c. 40%)	16,000	16,500	17,000	49,500
Administrator (c. 40%)	10,000	10,500	10,500	31,000
Contribution to print and PR costs	4,000	4,000	4,000	12,000
Contribution to Anti-Slavery Day events	10,000	9,000	8,500	27,500
TOTAL	40,000	40,000	40,000	120,000

20. Funding requested from the Trust (continued)

When will the funding be required? **December 2012**

Is the activity to continue beyond the period for which funding is requested?

If so, how will it be resourced? **Yes - the importance of the Foundation's work is widely recognised and we are confident that our funders and partners will continue to invest in the difference we make.**

If any planning or other statutory consents are required for the project to proceed, what stage have the applications reached? **n/a**

Declaration on behalf of applicant organisation

I, **Anthony Steen** (your name)

am an authorised representative of

Human Trafficking Foundation (your organisation)

within which I am **Chairman of the Board of Trustees** (your position)

To the best of my knowledge, all the information that I have provided in this application form is correct

Signature



Date **20 July 2012**

Return the completed form to: The City Bridge Trust

City of London

PO Box 270

Guildhall

London EC2P 2EJ

Please

- **do not send this application by fax or e-mail** - unless applying online, applications must be posted to the Trust
- **do send the information in the checklist** - if items are missing, your application will be returned to you
- **do send only the information in the checklist** - if further information is required, we will contact you
- **do ensure you have signed and dated this form** - we cannot accept forms which have not been signed and dated
- **do use the correct postage** - the completed form and additional materials are likely to exceed 100g in weight

ASSESSMENT CATEGORY - Growing Localities – Growing and Greening

Bankside Open Spaces Trust (BOST)

Ref: 11394

Amount requested: £49,980

Adv: Joan Millbank

Base: Southwark

Benefit: Southwark and Lambeth

Purpose of grant request: To support 'Growing Bankside and Waterloo, an initiative to support local groups in gardening, food growing, and improving parks and other green places across SE1.

Background

Set up in 2000 through a collaboration of local community and statutory groups, Bankside Open Spaces Trust (BOST) runs as a small community-based charity. Its mission is to bring people in SE1 together to create and enjoy meaningful green and outdoor places. It operates within an extremely densely populated area where different communities of interest, those in wealth and those in poverty, live and work side by side. While BOST targets those most in need it seeks to work with all sections of the local community through engagement and partnerships.

Working within local communities it has set up a number of local food growing projects on estates and in local parks. It manages – through the use of community volunteers - Red Cross Garden which was established by Octavia Hill and Waterloo Millennium Green near the Old Vic, alongside a number of smaller open spaces. It offers work placements to school students and supported volunteering, which build local skills and help to generate a sense of ownership of open spaces.

Funding History

You awarded a two-year grant of £67,000 (£34,000; £33,000) in 2009 towards a community gardening and education programme. The grant was satisfactorily monitored and deemed to be 'good' by your officer.

Current Application

BOST is seeking to build on its current work and extend its reach by increasing its capacity to support local food growing projects. It wants to employ a part-time worker (4 days per week) who will facilitate community-based gardening in schools, on housing estates, in parks and in open spaces in SE1. Potential growing sites have been identified and secured. The project approach will include door knocking on estates to engage individuals as well as working directly with community groups. Participating groups will receive tailored support based on an assessment

of their particular needs and interest i.e. from weekly hands-on gardening sessions to occasional advice. Practical support and garden mentoring will be complemented by BOST's in-house training courses, an annual inspirational trip to Kew Gardens or similar and provision of one to four week work experience placements for school students. Small grants of money, materials and/or plants will be made available to participating groups. Individuals interested in formal training and apprenticeship opportunities will be referred onto other gardening/horticultural projects, including Walworth Garden Farm; links to the organisations funded under your Horticultural Work Training strand would be welcomed by BOST. All gardening groups will be brought together through an Annual Harvest event to share learning, ideas and celebrate achievements. Over a two year period at least twenty local groups will benefit from the work, including six schools and/or youth projects and twelve tenant associations. BOST initially indicated that it would explore a community rooftop beekeeping initiative as part of its 'offer'. However, it has subsequently recognised that it is better placed to develop the plant environment that will help sustain London's bee population.

Financial Observations

The audited accounts for the year ended 31st March 2012 show income of £335,379 and a surplus of £29,314 (8.7% of turnover). The charity's reserve policy states that free reserves should be at least three months of annual running costs, equating to approximately £75,000. The accounts record a free reserves holding of £77,100.

BOST has set a balanced budget for the current year to 31st March 2013. This comprises total expenditure of £436,332, which is met from secured income of £293,398 and carried forward restricted funds of £142,934 for the Ecohouse build and fit out.

Officer's Appraisal

BOST has a sound track record in delivering local food growing projects, management of green spaces and community engagement. Strong links have been built with local residents and community groups and statutory and voluntary sector organisations operating in SE1. These factors indicate that BOST will be able to successfully deliver the aims and objectives of your Growing Localities Growing and Greening programme.

Recommendation

£49,980 over two years (£24,490; £25,490) towards the salary of a p/t (4dpw) Environmental Action Co-ordinator and running costs of the Growing Bankside and Waterloo initiative.



The City Bridge Trust

Charity Registration Number: 1085454

Growing Localities: Application for a grant

Reference:
(office use only)

11394

Date Received:

26/09/2012

Programme
Area:

12

1. About your organisation

Name of organisation applying for grant: Bankside Open Spaces Trust (BOST)	
If the organisation is part of a larger organisation, what is its name?	
Address for correspondence: Red Cross Garden 50 Redcross Way London	
Postcode: SE1 1HA Is this your home address? No	
Contact person: Ms Helen Firminger	Position: Director
Phone: 020 7493 3393	Fax: 020 7261 1009
E-mail: Helen@bost.org.uk	
Website: http://www.bost.org.uk	
Legal status of organisation: Registered Charity	
If registered, please give charity number: 1085454	
Date organisation established: 07/06/2000	

2. Request for funds

Under which of the Trust's themes are you applying (see our website or brochure for further details)? Growing Localities - Growing and Greening	
Purpose for which funds are requested: (25 words maximum) Growing Bankside and Waterloo - support for local groups in gardening, food growing, and improving parks, housing land, roofs, and other green places across SE1.	
How much funding is requested? Year 1: £24,490 Year 2: £25,490 Total: £49,980	
How long is funding required? 24 months	When is the funding required? 01/21/2013

3. Aims of your organisation

Bringing people in SE1 together to create exemplary green and open places.

Supporting our Open Space network

- Make improvements to open space, and work in partnership with others to do so.

We will work towards inclusive usage and improve safety and activity plans

- Protecting open spaces from development
- Community management of open spaces
- Creating new open spaces
- Providing activities in open space

Providing the best for our community

- Volunteering and Participation -- Maximising a sense of ownership among local people.

- Food Growing -- We will facilitate participation in food growing, and healthy eating.

- Gardening - Aiming for excellence and pride in community gardening.

- Play- towards greater quality and accessibility, and more natural incidental play.

- Sport and Fitness --finding opportunities to improve easy participation in sports and improvement of local fitness.

- Learning and Education -- environmental and heritage learning outdoors

4. Main activities of your organisation

Operating across the area between London Bridge and Waterloo; BOST target particularly local residents who need our support most. We work almost exclusively in the outdoor domain. BOST runs community events, helps people to get involved in gardening and the outdoors, and we encourage volunteering and active citizenship towards a more healthy supportive community. We undertake consultations and support steering groups, working with them to manage improvements and develop new projects on parks and gardens. We provide some community planning support around parks issues, and deliver our own views on relevant planning issues.

BOST works with local communities to manage two parks - Red Cross and Waterloo Green as well as numerous gardens on housing land, and flowerbeds within parks. We tackle difficult safety issues and bring together partnerships to affect change.

5. Number of staff

Full-time	Part-time	Management committee members	Active volunteers
2	5	11	150

6. How do you support your volunteers?

Named manager, find out their needs, support development, task description, steering groups, trips, and learning sessions, involvement in meaningful projects, social group lunches in cafe or picnic or barbeque on site, celebration at AGM, credit for their work. Help with jobsearch. Warm Thanks.

7. Please tell us about your sustainable horticultural practice, environmental policy and steps which you are taking to reduce your carbon footprint?

BOST work in a difficult area where we aim for minimal impact on the environment, we aim to demonstrate excellence despite of industrial past, intensive transient population and dense buildings.

We are pesticide free and use a good peat free compost, which we encourage others to use in window boxes and balconies. We have problems with soil contaminants across Bankside, so we import soil and build raised beds for food growing. We compost locally wherever possible and provide residents with the means to add their kitchen waste.

The food we help residents grow enables them to a healthier diet, moving reliance away from the big supermarkets in driving distance to the south. Sadly few of these residents can afford Boroguh Market.

BOST provide habitat for wildlife and have a high number of green walls for the area. We have manage the only wildlife ponds in the area, and the only SINC. We have installed 5 small green roofs in the area by popular request.

BOST works to overcome usage issues for parks and green spaces to enable more environmental gardening, we have been particularly successful with anti dog mess education, and have worked with police to improve safety.

BOST are conscious of the impacts of hot summers on the streets and flats in the area, and are working with partners towards means to combat this.

8. Finance

From your most recent audited or independently examined accounts, complete the following:

Financial year ended - **Month: March**

Year: 2012

Income received from:	£
Voluntary income	181,065
Activities for generating funds	4,094
Investment income	340
Income from charitable activities	149,880
Other sources	0
Total Income	335,379

Expenditure:	£
Charitable activities	2,294,818
Governance costs	11,247
Cost of generating funds	0
Other	0
Total Expenditure:	306,065
(Deficit)/surplus for the year:	29,314

Asset position at year end:	£
Fixed assets	114,643
Investments	0
Net current assets (liabilities)	187,116
Long-term liabilities	0
*Total A:	301,759

Reserves at year end:	£
Endowment funds	0
Restricted funds	157,052
Unrestricted funds	144,707
*Total B:	301,759

* Total A and Total B must be the same and should be taken from your balance sheet

9. Statutory funding

For the financial year above, what % of your income was from statutory sources?
40%

10. Material changes

Describe any material changes to the organisation's activities, structure or financial position since the date of the most recent accounts:

BOST has expanded its work base to deliver more sporting activities and has worked with local contractors to construct a pop up sporting venue for local communities on a local park and delvier a programme of involvement activities to young people, schools, families, and local workers. This has therefore affected our activity base, and our financial profile quite significantly.

11. Details of your request:

Tell us about the people and organisations that will benefit from your project, how your project will meet the aims and objectives of Growing Localities and explain why you are qualified to deliver this work.

Growing Bankside and Waterloo

Bankside Open Spaces Trust (BOST) has built relationships with local community groups towards improving local green places, getting in touch with nature, and producing our own food, people are keen to overcome the high levels of urban deprivation and gain more health giving contact with green places. We would like to employ a member of staff to help these different groups to develop and manage their own projects, with particularly advice and support, but also small grants to make projects possible.

Through Growing Bankside we would like to provide a member of staff to draw together work across the organisation, visiting and facilitating groups, with resources and grant funding to enable improvements.

We will develop the following as a minimum:

- 1) Delivering food growing and gardening improvements and activities in 6 local children or youth establishments with activities facilitated
- 3) Support and resources for at least 12 tenants groups, parks groups and other community groups in growing.
- 6) We are also investigating feasibility around community rooftop beekeeping schemes and developing these will be part of this project.
- 7) We will develop a steering group for particularly the grants scheme but to inform the project overall.

We will deliver the £5000 grants money in an open programme targetted at the above, but also advertised in local media. We will utilise the wide network we already have to support applications. We would hope to make grants between £50 and £300 towards the costs of projects. As we aim to work with 30 groups this is an average of £166 each, but we will respond to need.

Recognising grants are complex for some small groups to apply for, we will allocate a budget over the two years towards gardening and will use bulk buying to enable us to deliver shared resources including compost, plants, herbs, food plants, seeds, etc. We will publicise these resources to groups in the network and ensure they receive their share.

Through the above we anticipate 30 groups will benefit. With at least 500 people directly involved, and a further 3000 benefiting from occasional involvement, or enjoying improved green space.

BOST has experience of delivering grants through the annual Community Chest scheme we ran from 2000 until 2004. The priorities of this grant scheme were to help communities develop roof gardens, balcony schemes, and other greening in public places. Grants in this scheme varied from £30 to £500. Although these were available to individuals as well as groups, we encouraged individuals to make group applications to fulfill a community-building aim.

BOST will employ a single staff member to lead on delivering and monitoring this project. However as the contacts with groups and support to growing clubs will transcend our different work areas, all staff will be involved in delivery.

At the end of the scheme we will hold an event to bring together and celebrate the work of the different communities participating and reward success. There is much demand for this from local growing groups.

12. Explain how you will monitor and evaluate both your own outcomes and those of the programme under which you are applying.

We will keep records of: Number and details of groups supported, as part of programme, Number of groups applying to funding programme, proportion funded, reasons for this, and feedback from all participants
 Number and name of individuals directly facilitated in improving their areas, growing food, etc: Summaries of projects facilitated, size, location, type, Produce and plants grown

We will evaluate the project on an ongoing basis, collecting more qualitative information including: feedback from participants on how the project has improved their life in key areas including health(and diet), mental health, economics, community, discussion with groups leaders about benefits, photographs, facebook and social media activity

We will compile the above into a report which might be shared with others.

13. Beneficiaries

How many organisations will benefit from this grant? 30 +			
How many people will benefit from this grant? 500			
In which local authority is your organisation based? Southwark			
Which borough(s) of Greater London will benefit from this grant? The densely populated northern area of Southwark and Lambeth, some beneficiaries will attend from outside this area and will participate as part of their membership of local community groups.			
At what address will the activity be located? Waterloo, London Bridge, Elephant and Castle in public and community based green or open places.			
What age group will benefit? All, All children & young people, Adult,			
What will the ethnic grouping(s) of the beneficiaries be?			
	%		%
White - British	45	Black - Caribbean	4
White - Irish	3	Black - African	16
White - Other (please describe)		Black - Other (please describe)	
Asian - Indian	2.6	Black - British	
Asian - Pakistani		Chinese	2.9
Asian - Bangladeshi	5		
Asian - Other (please describe)		Other (please describe)	21
			Open to everyone
What proportion of the beneficiaries will be disabled people? 10%			

14. Funding required for the project

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

Expenditure heading	Year 1 £	Year 2 £	Total £
Environmental Action Co-ordinator - 4 day week	22,457	22,457 ^{28,072}	44,915
Plants and materials	1,500	1,500	3,000
Environmental Grants Scheme	2,000	3,000	5,000
Desk costs - phone, rent, IT electricity, etc	3,104	3,104	6,209
Volunteer and Steering Group Expenses, training etc	1,300	1,300	2,600
Celebration event core expenses	1,500	1,500	3,000
Finance, insurance, audit, etc	2,264	2,264	5,660
Staff training	300	300	600
Mobile phone	180	180	360
Recruitment/set up	300		300
TOTAL	34,905 43,083	45,606 43,083	70,511 71,644

What income has already been raised?

Source	Year 1 £	Year 2 £	Total £
Local Food	5,157	4,457	9,614
Southwark	3,830	3,830	7,660
Monument	2,500	1,000	3,500
Target	890	-	890
TOTAL			

15. Funding required from the Trust

How much is requested from the Trust?

Expenditure heading	Year 1 £	Year 2 £	Total £
Environmental Action Co-ordinator	16,960	16,960	33,920
Plants and Materials	1,000	1,000	2,000
Environmental Grants Scheme	2,000	3,000	5,000
Desk costs	2,550	2,550	5,100
Volunteer costs, expenses and trips	900	900	1,800
Event Expenses	700	700	1,400
Finance, insurance etc	0	0	0
Staff Training	200	200	400
Mobile Phone	180	180	360
TOTAL	24,490	25,490	49,980

Declaration

Please tick this box to confirm that, to the best of your knowledge, all the information you have provided in this application form is correct



ASSESSMENT CATEGORY - Growing Localities – Growing and Greening**London Wildlife Trust****Ref: 11415****Amount requested: £49,660****Adv: Joan Millbank****Base: Southwark****Benefit: Southwark**

Purpose of grant request: Dirt to Dinner provides opportunities to plant, cultivate, harvest, cook, eat and share food grown in Southwark.

Background

London Wildlife Trust (LWT) is the only charity dedicated solely to protecting the Capital's wildlife and wild spaces. Its vision is 'a city rich in biodiversity, where all people treasure wildlife and natural spaces, and where access to quality natural green space is a right for all'. It runs a broad range of initiatives that engage Londoners in environmental projects through volunteering, education and outreach; it directly manages nature reserves and wildlife habitats across the Capital and it informs the public and influences policy makers to protect wildlife and natural spaces. Although an independent charity, LWT is also a member of The Wildlife Trusts, which acts as a national umbrella body.

Funding History

You have supported LWT since 1996 including, in January 2004, a grant of £93,000 to underpin its long-term capacity in London and a grant of £66,000 in November 2006 for two years' support of a p/t Co-ordinator of the London Environmental Educational Forum. Both grants were successfully monitored. In March 2012 you awarded £169,000 over three years to develop and deliver landscape-scale conservation initiatives across London. The first monitoring report is not due until July 2013.

Current Application

'From Dirt to Dinner' will support social housing residents of all ages to learn how to grow food while supporting local wildlife (particularly bees), to engender a sense of ownership of community spaces on their estates and to strengthen cohesion within local communities. The project has been developed following evaluation of existing horticultural activities with specific need identified through liaison with local housing providers (Southwark Housing, Peabody and Wandle Housing Associations). The project will focus on estates in Peckham, still one of the most deprived neighbourhoods in Southwark and a focal point of the 2011 street riots.

Working through tenants associations (TRAs), frontline housing workers and utilising social media, the LWT's project officer will set up and support up to 14 groups of tenants over a two year period. Each group will be

intergenerational and will have at least 10 participants, who – over an initial six week period - will receive advice and practical support in food growing both on their estate and at the Trust's South London Hub, the Centre for Wildlife Gardening based in Peckham. Disengaged young people, isolated older people and low income families will be particularly encouraged to participate. The activity will be sustained by engaging TRAs and housing providers, by offering on-going training to participants and through encouraging networking and skills sharing amongst the groups. Visits to other wildlife and food growing projects will be arranged to inspire and inform participants, and an annual inter-group celebration will be held.

Financial Observations

The audited accounts for the year ended 31st March 2012 show income of £2,967,633 against expenditure of £3,042,843 leading to an operating deficit of £75,210 (2.5% of turnover).

The reserves policy states that LWT aims to hold in unrestricted free reserves three months' worth of unrestricted operating costs, equating to £378,000. At 31st March 2012 unrestricted free reserves stood at £277,409, which equates to 2.2 months' worth of unrestricted operating costs. Whilst this is not alarmingly below target, LWT is aware of the need to maintain free reserves.

The current year budget to 31st March 2013 shows projected income of £2,815,410 against expenditure of £2,744,583. The resulting overall surplus of £70,827 is wholly related to restricted funds.

Officer's Appraisal

LWT is a leader in London in terms of sustainable horticulture. Dirt to Dinner will contribute towards promoting community engagement in wildlife and climate-friendly gardening, and provide estate residents of all ages with opportunities to learn new skills and improve their physical and emotional wellbeing. The project addresses many elements within your funding criteria, hence a grant is recommended. However, some costs seem high for a local project (£6,460 publicity, £13,635 project management and LWT overheads) and the case for others (£1,920 travel costs) are not well made. Matched income could also be sought from the housing providers. A lesser sum than requested is therefore recommended.

Recommendation

£43,770 over two years (£22,570; £21,200) towards the cost of a 3 day per week Project Officer and related volunteer costs, materials and equipment, and organisation overheads including 50% of project management costs and travel costs.



The City Bridge Trust

Charity Registration Number: 1035628

Growing Localities: Application for a grant

Reference:
(office use only)

11415

Date Received:

08/10/2012

Programme
Area:

12

1. About your organisation

Name of organisation applying for grant: London Wildlife Trust	
If the organisation is part of a larger organisation, what is its name?	
Address for correspondence: Skyline House 200 Union Street Southwark	
Postcode: SE1 0LX Is this your home address? No	
Contact person: Miss Helen Swainger	Position: Grants Manager
Phone: 0207 803 4274	Fax: 020 7633 0811
E-mail: hswainger@wildlondon.org.uk	
Website: http://www.wildlondon.org.uk	
Legal status of organisation: Registered Charity	
If registered, please give charity number: 283895	
Date organisation established: 18/10/1981	

2. Request for funds

Under which of the Trust's themes are you applying (see our website or brochure for further details)? Growing Localities – Growing and Greening	
Purpose for which funds are requested: (25 words maximum) Working with the season cycles, Dirt to Dinner provides opportunities to identify, plant, cultivate, harvest, cook, eat and share food grown in Southwark.	
How much funding is requested? Year 1: £26,441 Year 2: £23,219 Total: £49,660	
How long is funding required? 24 months	When is the funding required? 01/04/2013

3. Aims of your organisation

London Wildlife Trust is the only charity dedicated solely to protecting the capital's wildlife and wild spaces. Our role is becoming ever more important in a city facing climate change, economic recession and a growing population, where people are increasingly disconnected from their surrounding natural environment. Our vision is a city rich in biodiversity, where all people treasure wildlife and natural spaces and where access to quality natural green space is a right for all. We will achieve this by:

- Engaging, inspiring and enabling Londoners to learn about and enhance their environment through access to our nature reserves, volunteering programmes and education and outreach work
- Campaigning to protect London's wildlife and natural spaces by raising public awareness and influencing policy-makers.
- Managing land for wildlife with local partners to high standards, with a focus on protecting London's priority habitats and species

4. Main activities of your organisation

We engage tens of thousands of Londoners each year. We run a successful National Curriculum linked schools programme, provide a range of public events from our nature reserves and deliver specific needs led projects targeting London's more disadvantaged communities. We also support many hundreds of volunteers who play a vital role in the delivery of our strategic aims.

We host Greenspace Information for Greater London and sit on a range of fora and networks in order to influence decisions which affect London's wildlife. We also conduct research to inform our work on the ground.

We manage over 40 nature reserves across the capital on behalf of a range of land owners, including 4 Sites of Specific Scientific Interest. We work with other partners to deliver work to support the delivery of Biodiversity Action Plans for key habitats and species in London.

5. Number of staff

Full-time	Part-time	Management committee members	Active volunteers
37	17	10	500

6. How do you support your volunteers?

Volunteering is central to London Wildlife Trust. We are committed to ensuring that our volunteers receive effective support and opportunities for development. We have a range of procedures and processes in place to achieve this and also offer a free in-house training programme.

7. Please tell us about your sustainable horticultural practice, environmental policy and steps which you are taking to reduce your carbon footprint?

We have committed ourselves to a strategic objective to reduce the environmental impact of London Wildlife Trust across all areas of operations by at least 20% by 2015 which we are taking steps to achieve, including having produced an environmental policy. We are currently in the process of implementing an Environmental Management System which will enable us to set individual objectives, implement steps and monitor progress towards achieving our overall strategic objective. We are actively promoting sustainable modes of transport to employees, volunteers and our members and have provided cycle facilities at our head office and on key reserves. We are also working to reduce the impact of procurement and energy and water usage whilst encouraging recycling and composting in all our offices.

We are a leader in London in terms of sustainable horticulture. We practice and promote best practice in wildlife and climate-friendly garden design and management through our sites (e.g. the Centre for Wildlife Gardening in Peckham), events (e.g. Hampton Court show gardens), campaigns (e.g. Garden for a Living London), activities and materials. We particularly support landscaping or other environmental improvements where these will promote or enhance the existing biodiversity interest of a site and we encourage gardeners across London to work with their neighbours to create garden 'wildlife corridors' and 'stepping stones.' We discourage the use of non-native invasive plants that are a threat to London's wildlife and promote the sustainable use of water. Further details are set out within our Gardens Policy.

8. Finance

From your most recent audited or independently examined accounts, complete the following:

Financial year ended -

Month: **March**

Year: **2012**

Income received from:	£
Voluntary income	784,511
Activities for generating funds	0
Investment income	3,347
Income from charitable activities	2,179,775
Other sources	0
Total Income	2,967,633

Expenditure:	£
Charitable activities	2,743,603
Governance costs	33,497
Cost of generating funds	265,743
Other	0
Total Expenditure	3,042,843
(Deficit)/surplus for the year:	-75,210

Asset position at year end	£
Fixed assets	341,097
Investments	0
Net current assets	836,165
Long-term liabilities	0
*Total A	1,177,262

Reserves at year end	£
Endowment funds	0
Restricted funds	686,972
Unrestricted funds	490,290
*Total B	1,177,262

* Total A and Total B must be the same and should be taken from your balance sheet

9. Statutory funding

For the financial year above, what % of your income was from statutory sources?
20%

10. Material changes

Describe any material changes to the organisation's activities, structure or financial position since the date of the most recent accounts:

None

11. Details of your request:

Tell us about the people and organisations that will benefit from your project, how your project will meet the aims and objectives of Growing Localities and explain why you are qualified to deliver this work.

Concerns about global food security, the impact of industrial food growing practices and diet related health issues are gradually becoming reflected within strategy at all levels of governance. In light of the current economic climate, local food growing is increasingly becoming considered an essential part of the solution, and local projects (particularly in more deprived areas) are seen as a key way of tackling health and income inequalities.

For many years, we have delivered environmentally focused community engagement projects across London. More recently these have begun to address the increasing national interest in food growing and the subsequent demand for urban growing spaces.

Of all our urban green spaces, those surrounding social housing remain some of the worst. The perceptions of many residents is that these spaces are often deteriorating and underused landscapes, suffering from a legacy of underinvestment, negative perceptions and cycles of misuse. We have identified that food growing can work particularly well as a means of engaging social housing residents as it offers a raft of benefits besides wellbeing including skills development and increased community pride and cohesion.

Following evaluation of existing horticultural activities, engagement projects and consultation with local partners, we now seek to deliver a new project which will engage residents from social housing estates in an economically deprived area of Southwark, scene of some of the worst disturbance during the 2011 riots. From Dirt to Dinner will draw upon the Trust's expertise in food growing, healthy eating projects, resident engagement and biodiversity.

Working in inter-generational groups, the project will encourage and support resident groups from Peckham to develop their estate green spaces for food growing, whilst also raising wider awareness of healthily eating and the links between nature and food production.

Once underway, the project will be split into six week blocks; each providing a stimulating programme of activities to engage a different group of residents in food growing, whilst also enabling groups to come together as a larger network. The project will work with 14 groups over the two years and will be managed from our South London hub site, the Centre for Wildlife Gardening in Peckham, also the hub for the Trust's sustainable horticultural expertise.

From Dirt to Dinner will help residents to identify, plant, cultivate, harvest, cook, eat and share food grown in Southwark. Specific project activities will be guided by the experience and interests of each resident group, but broadly will include opportunities for residents to:

- Learn about healthy and sustainable living through a family events programme
- Start growing on a small individual scale (e.g. window boxes and planters)
- Develop and begin implementing plans for larger community food growing spaces
- Become part of a wider growing network

Through these activities, the project will seek to achieve the following outcomes:

- Increased levels of voluntary action and community cohesion
- Improved physical and emotional wellbeing
- Increased skills and knowledge of biodiversity and sustainable horticulture
- Improved green spaces for the benefit of people and wildlife

12. Explain how you will monitor and evaluate both your own outcomes and those of the programme under which you are applying.

The Community Projects Officer will have responsibility for monitoring and evaluation, which is an essential part of London Wildlife Trust's development of existing projects and planning of new projects.

A suite of forms and practices will be used as part of the project to measure progress against the outputs and outcomes set out in this application using a comprehensive set of indicators. This will include both quantitative and qualitative information on sessions delivered and participants engaged. Specifically, we will be asking participants to fill in an assessment at the beginning of their involvement in the project which will be reviewed at regular intervals. At the end of the project we will contact all participants to determine whether they are continuing with food growing activity and continuing to see wellbeing and cohesion benefits.

We will also hold regular group discussions to generate feedback and regular updates with referral partners will also provide an opportunity to evaluate the effectiveness of the project activities.

A steering group will meet quarterly to evaluate monitoring data. During the course of the project, representatives of the different growing projects will be encouraged to join the group, thus embedding the networking and sustainability element of the project.

13. Beneficiaries

How many organisations will benefit from this grant?			
14			
How many people will benefit from this grant?			
140			
In which local authority is your organisation based?			
Southwark			
Which borough(s) of Greater London will benefit from this grant?			
LB Southwark (100%), specifically the following participants			
<ul style="list-style-type: none"> ● Socio-economically disadvantaged people living in social housing ● Families deprived of access to gardens ● Community groups suffering social exclusion 			
At what address will the activity be located?			
The Centre for Wildlife Gardening and housing estates in Peckham			
What age group will benefit? All			
What will the ethnic grouping(s) of the beneficiaries be?			
	%		%
White - British		Black - Caribbean	
White - Irish		Black - African	
White - Other (please describe)		Black - Other (please describe)	
Asian - Indian		Black - British	
Asian - Pakistani		Chinese	
Asian - Bangladeshi			
Asian - Other (please describe)		Other (please describe)	
Open to everyone			100
What proportion of the beneficiaries will be disabled people?			
10%			

14. Funding required for the project

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

Expenditure heading	Year 1 £	Year 2 £	Total £
Project Officer salary 3/5FTE @£22500 pro rata inc. on costs	14,998	15,297	30,295
Recruitment	90	0	90
Project Management by Southwark Area Manager	3,173	3,236	6,409
Volunteer costs	500	500	1,000
Publicity and events	4,720	1,740	6,460
Materials and equipment	1,000	1,000	2,000
Travel (bicycle and fuel)	1,120	800	1,920
Overheads	3,840	3,386	7,226
TOTAL	29,441	25,959	55,400

What income has already been raised?

Source	Year 1 £	Year 2 £	Total £
Small local trusts & foundations	3,000	2,740	5,740
TOTAL	3,000	2,740	5,740

15. Funding required from the Trust

How much is requested from the Trust?

Expenditure heading	Year 1 £	Year 2 £	Total £
Project Officer salary 3/5FTE @£22500 pro rata inc. on costs	14,998	15,297	30,295
Recruitment	90	0	90
Project Management by Southwark Area Manager	3,173	3,236	6,409
Volunteer costs	500	500	1,000
Publicity and events	1,720	0	1,720
Materials and equipment	1,000	0	1,000
Travel (bicycle and fuel)	1,120	800	1,920
Overheads	3,840	3,386	7,226
TOTAL	26,441	23,219	49660

Declaration

Please tick this box to confirm that, to the best of your knowledge, all the information you have provided in this application form is correct



ASSESSMENT CATEGORY - Growing Localities – Growing & Greening

St Luke's Trust

Ref: 11338

Amount requested: £49,920

Adv: Sandra Davidson

Base: Islington

Benefit: City

Purpose of grant request: Growbags and Gourmets: Supporting isolated older residents in the City of London and Islington through growbag gardening and group activities making jams and chutneys.

Background

St. Luke's Parochial Trust was formed many centuries ago from various donations given to the local parish by generous benefactors, the earliest of which date back to the sixteenth century. The aims of these earlier donors were varied and included looking after the poor of the parish orphans, apprentices, and pensioners in the almshouses.

In 1982 St. Luke purchased a disused Victorian school and converted it to a community centre for area residents. The neighbourhoods St. Luke serves are economically deprived, with high levels of unemployment, child poverty, and poor health.

Over 65 different activities take place at St. Luke's each week attracting over 150 people a day. St. Lukes has been successful in attracting local voluntary organisations to use the centre for meetings and conferences. The centre also lets office space to organisations benefiting local people. The Centre is located at the heart of a local cluster of large national charities including, Shelter, Mencap, Stroke Association, British Lung Foundation, as well as hospitals and other statutory bodies.

The Community Centre is also a venue for public IT online resource room, and a community resource room for local voluntary sector groups. The outside grounds are used for gardening and food growing projects.

Funding History

You have funded St. Luke's twice before, £36,000 in October 2000 towards the costs of an accessible minibus for older and disabled people, and in March 2011 you awarded £50,000 towards the capital cost of new lifts. Both these grants have been satisfactorily signed off.

Current Application

St Luke's seeks funds to build on its horticultural and food growing programme that aims to bring communities together with a common interest and to encourage healthy lifestyles. The charity would like to continue the employment of an existing part time worker (30hrs p.w) who

will run the Growbags and Gourmets project working alongside existing community groups, residents associations and networks to encourage older people living on local estates (including the Barbican) to grow their own vegetables and enjoy a bit of garden of life. Participants will be able to help each other look after their crops, and become balcony buddies. St. Luke's will supply everything to get people started, providing the eco-friendly Growbags, compost and seeds right to their doorstep. In addition participants will receive fortnightly visits from staff and volunteers to see how they are getting on and to have a chat.

St. Luke's runs its own cookery school, offering a unique place for people of all ages to discover the benefits and joy of simple home cooking and healthy eating. Taking advantage of this resource, participants will be able to enjoy cookery classes where they can turn what they grow into jams and chutneys, learn about healthy eating, and share recipes. During the non-growing seasons, outings will be arranged to Spitalfields Market, West Ham Park, and Pick Your Own Farms to buy ingredients. It is anticipated that over 100 older people will access the project over two years. It is expected that the project will reduce isolation amongst older people. St. Luke's knowledge of the local area, supported by evidence from The Cripplegate Foundation, local GP practices and elected members, indicates that social isolation is a significant problem amongst older people living in the neighbourhood. The City of London's Barbican and Golden Lane estates also have an ageing population, and Ward Members have highlighted a problem with isolation and poor health.

Financial Observations

The organisation's reserves policy states that the trustees aim to hold free unrestricted reserves equivalent to six months' unrestricted expenditure which, in 2011, amounted to £397,600. As at 31st December 2011, the charity held unrestricted free reserves of £399,700 in line with the policy. A surplus of £394,257 was achieved for the year ended 31st December 2011 (27% of turnover) which was largely due to the receipt of restricted funds towards a refit of the charity's community centre.

The forecast for the current year to 31st December 2012 predicts a deficit of £110,000, which the charity explains is due to a delay in completing the centre refit and a consequent delay in room sales receipts.

The budget for the following year to 31st December 2013 shows projected expenditure of £1,090,318 and income of £1,063,953, leaving £26,365 to find. However, this budget relies on the generation of additional investment income amounting to £132,000. The charity hopes to earn this income from investing the proceeds from the sale of land it owns which is residual to its charitable use. The sale is dependent on planning permission for development of the land being granted. However, the charity is fairly confident that it will receive a favourable outcome when it is considered for planning approval on 14th January 2013. It is suggested

that any CBT grant be subject to the land development going ahead or, should it not, receipt of a satisfactory revised budget for 2013.

Officer's Appraisal

St. Luke's has a distinguished record of delivering food-growing projects and community development in general. It has managed its own community allotments and developed food growing schemes across Islington. The charity has provided a range of services to older people in the area since the centre opened in 1982. It is considered to be a much valued local resource.

Recommendation

£49,920 over two years (£24,960; £24,960) for the salary of a part time project worker (30hrs p.w) and running costs of the Growbags and Gourmets initiative, subject to receipt of a satisfactory budget for 2013.



The City Bridge Trust

Charity Registration Number: 1035628

Growing Localities: Application for a grant

Reference:
(office use only)

11338

Date Received:

06/08/2012

Programme
Area:

12

1. About your organisation

Name of organisation applying for grant: St Luke's Trust	
If the organisation is part of a larger organisation, what is its name?	
Address for correspondence: 90 Central Street London	
Postcode: EC1V 8AJ Is this your home address? No	
Contact person: Mr. Martyn Craddock	Position: Chief Executive
Phone: 02075498174	Fax: 020 7549 8182
E-mail: mcraddock@slpt.org.uk	
Website: http://www.slpt.org.uk	
Legal status of organisation: Registered Charity	
If registered, please give charity number: 207497	
Date organisation established: 01/01/1900	

2. Request for funds

Under which of the Trust's themes are you applying (see our website or brochure for further details)? Growing Localities - Growing and Greening/Healthcare and Work Training	
Purpose for which funds are requested: (25 words maximum) Growbags and Gourmets: Supporting isolated older residents in the City of London and Islington through growbag gardening and group activities making jams and chutneys	
How much funding is requested? Year 1: £24,960 Year 2: £24,960 Total: £49,920	
How long is funding required? 24 months	When is the funding required? 12/01/2012

3. Aims of your organisation

To improve the quality of life of the residents of our defined neighbourhood by making their neighbourhood a better place to live, work, learn and play. The defined area includes parts of the City of London, the Islington Council Ward of Bunhill, and small pockets of Clerkenwell and Hackney

4. Main activities of your organisation

Operation of a large multi-purpose community centre for direct provision and hosting of community services and activities to all age groups including:
Parent toddler groups, summer holiday schemes, cookery school, corporate engagement programme in the City of London, job support, digital inclusion for over 55's, art projects, public festivals (e.g. Whitecross St Party), gardening projects, volunteering and timebank projects, business/social enterprise support, community cafe, older persons services and activities.

Provision of low-cost or free space to local groups for their delivery of local services
Commercial revenues through room hire, conferencing.

Community-based projects delivered on estates such as coffee mornings and food growing projects

5. Number of staff

Full-time	Part-time	Management committee members	Active volunteers
10	6	14	26

6. How do you support your volunteers?

A volunteer policy and agreement form is in place detailing what they can expect from the volunteering experience, and understanding their motives and own expectations. They are directly supervised by a member of staff. They receive free travel and subsistence where appropriate.

7. Please tell us about your sustainable horticultural practice, environmental policy and steps which you are taking to reduce your carbon footprint?

St Luke's has until recently operated a food growing scheme using temporary land now due for residential development in 2013. Over 70 local residents of all ages managed their own small plot over a period of 5 growing seasons, built on a derelict brownfield site. Once the land is developed, the wider plans re-incorporate food growing on a similar scale using raised beds that should provide over 75sqm of space.

The old wooden raised beds have been re-cycled by being re-sited on local housing estates and a small unused piece of land in Lever Street, EC1. St Luke's has built a track record in delivering community horticulture projects in the community that focus on reducing carbon footprint.

St Luke' is a member of eth Islington Climate Change Partnership.

Our Environmental Policy is enacted throughout the organisation with annual monitoring of our carbon usage. The building is built and fitted to the very latest environmental standards including motion sensors for lighting, modern boilers, and energy efficient cooking equipment.

8. Finance

From your most recent audited or independently examined accounts, complete the following:

Financial year ended - **Month: December**

Year: 2011

Income received from:	£
Voluntary income	29,772
Activities for generating funds	4,568
Investment income	496,423
Income from charitable activities	928,462
Other sources	0
Total Income	1,459,225

Expenditure:	£
Charitable activities	980,220
Governance costs	84,748
Cost of generating funds	64,675
Other	0
Total Expenditure:	1,064,968
(Deficit)/surplus for the year:	394,257

LOSS ON INVESTMENTS £444,869.

Asset position at year end:	£
Fixed assets	4,595,278
Investments	9,582,444
Net current assets (liabilities)	482,233
Long-term liabilities	0
*Total A:	14,659,955

Reserves at year end:	£
Endowment funds	9,024,937
Restricted funds	5,867
Unrestricted funds	5,629,151
*Total B:	14,659,955

* Total A and Total B must be the same and should be taken from your balance sheet

9. Statutory funding

For the financial year above, what % of your income was from statutory sources?

60%

10. Material changes

Describe any material changes to the organisation's activities, structure or financial position since the date of the most recent accounts:

2011 was a year of full building refurbishment and the accounts include capital gifts, mostly from a single statutory source. The refurbishment is now complete and the building is fully operational. The Trust has entered in a contract subject to planning permission with a developer on land it owns. The Trust is operating a deficit until the sale is completed. The reserves are therefore lower.

11. Details of your request:

Tell us about the people and organisations that will benefit from your project, how your project will meet the aims and objectives of Growing Localities and explain why you are qualified to deliver this work.

Growing and cooking food are activities that bring communities together. In inner-city communities, many older people live in social isolation, even on private estates such as the Barbican. Growbags and Gourmets is an innovative idea to help bring social cohesion to this group.

This project aims to get older people living on local estates growing a small and manageable amount of their own vegetables in growbags or pots, either on their balcony or outside their front door.

Older people will be able to help each other look after their crops, and become balcony buddies. We will supply everything they need to get going, bringing the eco-friendly growbags, compost and seeds right to their doorstep. They will receive fortnightly visits from staff and volunteers to see how they are getting on and have a chat.

Taking advantage of our own unique community cookery school, participants can enjoy cookery classes where people can turn what they grow into jams and chutneys, learn about healthy eating, and share old recipes. During the non-growing seasons, we will also run group outings to Spitalfields Market, West Ham Park, and a Pick Your Own Farm to buy ingredients for marmalades and jams. Any jars not taken home can be sold once a year by the participants at their own market stall.

The project will meet the Growing Localities aims through:

Reduced Social isolation:

Gardening and cooking projects bring communities of people together to learn and share ideas. Fortnightly visits to make friends and exchange ideas. Group activities such as trips out, communal jam making, and selling pots of jam once a year at a local fete.

Improved community cohesion:

Project worker will encourage balcony buddies to build community cohesion by taking a role on visiting other participants, looking after their plants, watering them for them. The volunteers will be asked to meet up and take responsibility for some of the project coordination

Local food and carbon reduction:

Use and knowledge about benefits of local food and reducing one's carbon footprint reduction.

Better health and living standards:

Better Improved health and household incomes: through producing fresh fruit and vegetables for home consumption, and learning about healthier food preparation and economical cooking techniques.

St Luke's has a long track record in delivering food growing projects. We have managed our own community allotments and developed many new raised bed schemes across Islington schools and estates. We have hosted bee hives, carried out educational activities related to wildlife and food growing. We have delivered horticulture training programmes to long term unemployed.

We also have a very long track record in running services and projects for older people. We own a large community centre, largely used by over 100 older people per day. Our services range from a transport service, dementia care, lunch club, and leisure activities such as dancing, art and music therapy.

12. Explain how you will monitor and evaluate both your own outcomes and those of the programme under which you are applying.

Success will be initially measured through monitoring of uptake among beneficiaries, and continued interest and attendance throughout the duration of the project. This will be carried out by the project worker.

Participants will be engaged regularly by the project worker who can record non confidential details about the changes the project is making to people lives. This could be collected through qualitative data questionnaires or by soft interview. The results of this will be collated into a central confidential record file.

Social isolation can be measured through qualitative methods assessing people's well-being before, during and after the project.

Improved Community cohesion can be measured on a quantitative basis, measuring numbers of activities and people attending.

13. Beneficiaries

How many organisations will benefit from this grant? 1			
How many people will benefit from this grant? 100			
In which local authority is your organisation based? Islington			
Which borough(s) of Greater London will benefit from this grant? City of London and Islington			
At what address will the activity be located? Estates and Sheltered Homes in the City of London & Islington eg. Barbican, Golden Lane & Peabody			
What age group will benefit? Over 60,			
What will the ethnic grouping(s) of the beneficiaries be?			
	%		%
White - British		Black - Caribbean	
White - Irish		Black - African	
White - Other (please describe)		Black - Other (please describe)	
Asian - Indian		Black - British	
Asian - Pakistani		Chinese	
Asian - Bangladeshi			
Asian - Other (please describe)		Other (please describe)	
Open to everyone			100
What proportion of the beneficiaries will be disabled people? 20%			

14. Funding required for the project

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

Expenditure heading	Year 1 £	Year 2 £	Total £
Project worker employment costs	24960	24960	49920
Growing material (seeds, growbags, watering cans, stakes etc)	750	500	1250
Minibus trips 3per annum (diesel/driver)	150	150	300
Cookery Tutor (sessional)	440	440	880
Ingredients and equipment	425	425	850
Recruitment, volunteer costs, marketing, office etc.	950	950	1900
TOTAL	27675	27425	55100

What income has already been raised?

Source	Year 1 £	Year 2 £	Total £
TOTAL			

15. Funding required from the Trust

How much is requested from the Trust?

Expenditure heading	Year 1 £	Year 2 £	Total £
Project Worker Employment Costs	24960	24960	49920
TOTAL	24960	24960	49920

Declaration

Please tick this box to confirm that, to the best of your knowledge, all the information you have provided in this application form is correct



ASSESSMENT CATEGORY - Growing Localities – Growing and Greening**Sustain (Alliance for Better Food and Farming)****Amount requested: £49,928****Ref: 11434****Adv: Sandra Davidson****Base: Islington****Benefit: London-wide**

Purpose of grant request: To develop Capital Growth's food-growing network to improve London's food growing knowledge and skills, and engage communities to enhance the sustainability of their projects.

Background

Sustain is an alliance of around 100 organisations working to improve the health and welfare of people, animals and environment through the adoption of practices that make for better quality of life across the board. Its members are as diverse as farmers and food writers, caterers and community food projects and they benefit through sharing experiences and knowledge of their work. Together they are leading a sustainable food revolution, by increasing the availability of sustainable food in London, promoting access to healthy food, and protecting and celebrating London's diverse food culture. Success stories include its 'Good Food on the Public Plate' funded through the GLA, working with local authorities and other public sector institutions to promote healthy eating and sustainable food procurement across the public sector. This project is now in its final phase. A recent development includes leading on the Sustainable Fish City campaign which challenges London to become the first city to buy, sell and eat only verifiably sustainable fish.

Funding History

You have funded Sustain several times in the past. The first was in 2001 with a three year grant of £80,000 towards project costs of encouraging better use of natural resources. A grant in 2006 of £60,000 was for two years towards the cost of a hospital food project officer. Both these grants returned good monitoring reports. Most recently, in February 2011, you approved a grant of £90,000 over two years towards a project working to reduce harmful pesticide use across London – currently in progress.

Current Application

This application seeks funding to develop the successful Capital Growth campaign helping to create 2,012 new community food growing spaces in London by the end of 2012. Capital Growth is a partnership initiative between London Food Link, the Mayor of London and the Big Lottery Food Fund. It offers practical help, grants, training and support to groups wanting to establish community food growing projects as well as advice to

landowners. During the last 18 months Capital Growth has been complemented by Capital Bee encouraging people to take action to help London's bees. Over 50 community apiaries have been established by providing training and advice. In March 2012, the organisation launched the Big Dig, providing training and advice to new volunteers on community food-growing projects.

This proposal aims to continue to engage a number of community groups and individuals across London in growing food. The conversion to food – growing spaces has made a huge difference to the landscape in London. The multiple benefits of urban food growing have been well documented. A recent survey has shown that as a result of the growing projects 77% of people had made new friends in their neighbourhood. In addition results show that 74% of growing spaces are involving people from black and minority ethnic backgrounds; 64% of the spaces are engaging people aged over 60; and some 81% are engaging someone aged under 16.

Following the first phase of Capital Growth, the next phase will help projects sustain their activities, creating sustainable gardens. This will include encouraging groups to think about retaining community involvement, reducing their costs and inputs as well as adding value to their local produce. The project aims to help members to develop, become more productive and attract new volunteers.

The project will be delivered by existing part time staff over a 17 month period to capture at least two growing seasons. Over 2,000 people are expected benefit.

Financial Observations

Sustain is well supported by a range of charitable and statutory funders. Audited accounts for the year ended 31st March 2012 record a surplus of £237,146 (10.3% of turnover), comprising a surplus of £199,562 on restricted funds and £37,584 on unrestricted activity.

At 31st March 2012 unrestricted free reserves stood at £452,799, which equates to 3.2 months' worth of total expenditure in the current year 2012/13 and is within the charity's reserves policy target to hold up to 6 months' worth. The forecast for the current year to 31st March 2013 predicts a further surplus of £24,763 (1.4% of turnover).

Officer's Appraisal

Sustain has almost met their target of creating 2,012 new spaces, soon to be officially announced. Over 2,000 food growing spaces have being established including over 600 schools and 900 community and voluntary groups, with 80% of the projects located in the poorest parts of London. Capital Growth is very well publicised to engage volunteers and inspire people to start their own projects. The work fully addresses the objectives of your Growing and Greening criteria. The Capital Growth link is on the Trust's website to complement your Growing Localities programme.

Recommendation

£49,920 over 17 months (£36,050; £13,870) for the salary of a part time Project Officer (2 days p.w.) and running costs to develop Capital Growth's food growing network.



The City Bridge Trust

Charity Registration Number: 1035628

Growing Localities: Application for a grant

Reference:
(office use only)

11434

Date Received:

08/10/2012

Programme
Area:

12

1. About your organisation

Name of organisation applying for grant: Sustain (Alliance for Better Food and Farming)	
If the organisation is part of a larger organisation, what is its name?	
Address for correspondence: 94 White Lion Street London	
Postcode: N1 9PF Is this your home address? No	
Contact person: Mr Ben Reynolds	Position: Network Director
Phone: 020 7837 1228	Fax: 020 7837 1141
E-mail: ben@sustainweb.org	
Website: http://www.sustainweb.org	
Legal status of organisation: Registered Charity	
If registered, please give charity number: 1018643	
Date organisation established: 29/03/1999	

2. Request for funds

Under which of the Trust's themes are you applying (see our website or brochure for further details)? Growing Localities – Growing and Greening	
Purpose for which funds are requested: (25 words maximum) To develop Capital Growth's food-growing network to improve London's food growing knowledge and skills, and engage communities to enhance the sustainability of their projects.	
How much funding is requested? Year 1: £36,051 Year 2: £13,877 Total: £49,928	
How long is funding required? 17 months	When is the funding required? 01/04/2013

3. Aims of your organisation

Sustain: The alliance for better food and farming advocates food and agriculture policies and practices that enhance the health and welfare of people and animals, improve the working and living environment, enrich society and culture and promote equity. We represent around 100 national public interest organisations working at international, national, regional and local level.

4. Main activities of your organisation

We operate in collaboration with our membership and:

- Facilitate the exchange of information to strengthen the work of the membership, and help promote their activities to the media and to policy makers.
- Develop networks of members and allied organisations to devise and implement policies and practices on particular issues of common concern.
- Advise and negotiate with governments and other regulatory agencies to ensure that legislation and policies on food and agriculture are publicly accountable and socially and environmentally responsible.
- Encourage businesses to produce, process and market foods which are good for health and the environment, and to devise, invest in and maintain policies and practices that make sustainable food choices the easy choice.

We have an extensive range of publications covering our current and past areas of work.

5. Number of staff

Full-time	Part-time	Management committee members	Active volunteers
9	13	15	20

6. How do you support your volunteers?

Volunteers gain experience in research, campaigning, working with the media and a range of administrative tasks. They also get great contacts through Sustain's partnership approach, and information about jobs from our networks. In line with our volunteer policy, we pay travel and food expenses.

7. Please tell us about your sustainable horticultural practice, environmental policy and steps which you are taking to reduce your carbon footprint?

Throughout our expanding Capital Growth network of over 1900 food growing spaces in London, we recommend using organic gardening principles and promote Garden Organic guidance. This is reinforced through our training (and practices) at our Regents Park training site, where we encourage organic principles including using natural pest control and fertilisers, and also seed saving, composting and soil care which are promoted on site visits and all feature in our training programme and events. We have worked with organic suppliers to ensure our spaces are buying from these where possible.

As an environmental (food) charity, we practice what we preach and have three environmental policies covering travel, office "housekeeping" and catering. Our catering policy is our showcase policy, so our choice of venue for events is determined by the extent to which the venue caterers can comply with our requirements for sustainable, local and seasonal ingredients. Often, we choose a venue that will allow us to arrange our own catering and we have a growing range of sustainable catering businesses that we use and also recommend to others.

As a London-based organisation staff routinely use public transport and/or cycle, and are trying to reduce long distance travel. Staff have, for example, given remote presentations, sending a powerpoint with a pre-recorded audio.

In our office we use recycled stationery, take our food waste each week to the compost heaps at Culpepper Community Garden, and use an office cleaning company that has an environmental policy and helps us to recycle our waste.

8. Finance

From your most recent audited or independently examined accounts, complete the following:

Financial year ended - **Month: March**

Year: 2012

Income received from:	£
Voluntary income	53,377
Activities for generating funds	0
Investment income	1,184
Income from charitable activities	2,256,582
Other sources	0
Total Income	2,311,143

Expenditure:	£
Charitable activities	2,050,576
Governance costs	14,038
Cost of generating funds	9,383
Other	0
Total Expenditure:	2,073,997
(Deficit)/surplus for the year:	237,146

Asset position at year end:	£
Fixed assets	0
Investments	0
Net current assets (liabilities)	743,913
Long-term liabilities	0
*Total A:	743,913

Reserves at year end:	£
Endowment funds	0
Restricted funds	291,114
Unrestricted funds	452,799
*Total B:	743,913

* Total A and Total B must be the same and should be taken from your balance sheet

9. Statutory funding

For the financial year above, what % of your income was from statutory sources?
20%

10. Material changes

Describe any material changes to the organisation's activities, structure or financial position since the date of the most recent accounts:

None

11. Details of your request:

Tell us about the people and organisations that will benefit from your project, how your project will meet the aims and objectives of Growing Localities and explain why you are qualified to deliver this work.

We are seeking funding to develop the successful Capital Growth project which helps many groups including disadvantaged communities in London to grow food. This will include the following objectives:

- Encourage gardens to be run more sustainably, including the promotion of biodiversity and bee-friendly gardening techniques
- Develop skills for Growing Leaders running spaces
- Help Asylum & Refugee Support Organisations

Outputs

- 2000+ growing projects receiving regular information including 80 new groups
- 4 networking events and 12 training sessions
- 200 groups benefitting from guidance and advice and using using network discounts/ free materials
- 40 groups targeted to receive bespoke support including site visits
- 20 Growing Leaders trained

We will achieve the aims of Growing Localities through the following outcomes:

- Increase in food growing throughout the Capital Growth network, including 80 new growing spaces recruited
- Increased skills and confidence amongst Londoners to grow food (through training, advice and networking events) resulting in greater knowledge of greening and growing
- Improved sustainability of new and existing groups (Capital Growth members) in running their growing sites and engaging local people
- Improved skills and confidence in growing space leaders to set up and run food growing projects
- Improved biodiversity and use of organic techniques
- Improved sustainability and productivity through increase in green manures, composting and seed saving.

Need

The annual monitoring survey of our network shows people still need our services. People value events, training, and case studies and want to be in a network that promotes food-growing, represents their issues, and promotes new ways to improve the sustainability of their spaces. Our proposals will meet these needs, help develop the next generation of Growing Leaders, and reach out to new groups.

Implementation

From April 2013 to September 2014, we will assist growing spaces by offering services including monthly news updates, advice, and discounts in addition to specific support for each objective including:

- Events, each time targeting new people
- Case study and top tips documents
- Training sessions
- Site visits

Beneficiaries

Included in the 1900+ food growing spaces we have helped establish so far are 60,000 people, 600 schools and 900 community groups and voluntary organisations, with 80% in the poorer parts of London and involving a range of ages and ethnic backgrounds. We will maintain this diversity in the detailed targets set out above.

Relevant experience

Sustain has produced a range of urban agriculture reports and launched the groundbreaking Capital Growth to help create 2012 new community food growing spaces by the end of 2012. During the last 18 months Capital Growth has been complemented by Capital Bee, which helped establish 50 community apiaries by providing training, equipment and advice. In March 2012, we launched the Big Dig, providing training and advice to new volunteers on community food-growing projects working with partners in other cities including Brighton, Coventry, Manchester, and Sheffield.

12. Explain how you will monitor and evaluate both your own outcomes and those of the programme under which you are applying.

We collect information through our annual monitoring survey, where we have ensured a good response rate through a prize draw for completed forms. The annual monitoring survey will include questions to check that we are meeting our desired outcomes and those of the Growing Localities programme. We ask for qualitative and quantitative feedback including numbers involved and their backgrounds, number of events and opportunities for public to get involved, and how our services are being used. We will also collect feedback forms from events and training, anecdotal evidence from growers and training participants, as well as photographs, case studies, press coverage and other evidence of the success of the project. The success of the network will also be shown by the demand for our services, with groups registering and staying involved if they feel the services are useful.

The monitoring data is discussed at regular team meetings to ensure we operate as effectively as possible and targets are met. The main results are communicated to the network and to the Capital Growth working party (expert organisations) to inform how the project is run, what adjustments are needed, our impact and what might be needed in future.

13. Beneficiaries

How many organisations will benefit from this grant? 200 (2000+ indirectly)			
How many people will benefit from this grant? 2000+			
In which local authority is your organisation based? Islington			
Which borough(s) of Greater London will benefit from this grant? Our project will run London wide as we support community food growing spaces in all 33 boroughs.			
At what address will the activity be located? 60% office, 20% events/site visits around city, 20% training at Regents Park site & growing spaces			
What age group will benefit? All,			
What will the ethnic grouping(s) of the beneficiaries be?			
	%		%
White - British	24	Black - Caribbean	
White - Irish	4	Black - African	
White - Other - Non British/Irish	10	Black - Other - Total Black and Black British	17
Asian - Indian		Black - British	
Asian - Pakistani		Chinese	
Asian - Bangladeshi			
Asian - Other - Total Asian and Chinese	24	Other - Ethnic (incl mixed ethnic 13%)	21
Open to everyone			
What proportion of the beneficiaries will be disabled people? 10%			

14. Funding required for the project

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

Expenditure heading	Year 1 £	Year 2 £	Total £
Project officer salary costs inc PAYE, NIC & Pension	17,291	7,724	25,015
Management	3,422	1,469	4,891
Finance, IT, Design and Admin services	7,058	3,029	10,087
Volunteers expenses	287	120	407
Office cost incl premises, telephony, printing	3,593	1,535	5,128
Events	1,000	1,000	2,000
Training	1,200	1,200	2,400
TOTAL	33,851	16,077	49,928

What income has already been raised?

Source	Year 1 £	Year 2 £	Total £
None			
TOTAL			

15. Funding required from the Trust

How much is requested from the Trust?

Expenditure heading	Year 1 £	Year 2 £	Total £
Project officer salary costs inc PAYE, NIC & Pension	17,291	7,724	25,015
Management	3,422	1,469	4,891
Finance, IT, Design and Admin services	7,058	3,029	10,087
Volunteers expenses	287	120	407
Office cost incl premises, telephony, printing	3,593	1,535	5,128
Events	1,000	1,000	2,000
Training	1,200	1,200	2,400
TOTAL	33,851	16,077	49,928

Declaration

Please tick this box to confirm that, to the best of your knowledge, all the information you have provided in this application form is correct



ASSESSMENT CATEGORY - Improving Londoners' Mental Health

Rethink Mental Illness

Ref: 11403

Amount requested: £39,934

Adv: Ciaran Rafferty

Base: Lambeth

Benefit: Several London boroughs

Purpose of grant request: To continue providing Mental Health Awareness Sessions to young people across London.

Background

Rethink Mental Illness may be better known to some under its previous name of The National Schizophrenia Fellowship. Founded in 1972 it describes itself as the leading national mental health membership charity and it aims to improve the quality of life for everyone affected by severe mental illness. It is a large national charity and provides a range of services including: housing, crisis accommodation, residential care, advocacy, carers' support, employment, psychological support and some criminal justice services.

Funding History

You have supported the organisation on three previous occasions, firstly in April 1999 with a grant of £210,000 towards the costs of a specialist advocacy service in London; and then in February 2005 with a grant of £154,000 for an advice and support service. Both of these grants were satisfactorily monitored. More recently, in February 2010, you awarded £70,000 over two years for the salary and other costs of a project providing for young people in London, particularly but not exclusively, from BME communities. This grant has just ended, with reporting for year 1 ranked as "good" and the report for year 2 now due.

Current Application

This application is for a third and final year's continuation of the current project. It has been a success so far, with many young people – chiefly through assemblies in schools and youth clubs – being made more aware of mental health issues and how to access help if needed and also learning to become more tolerant of those with mental ill health.

Work in the third year, should you agree a grant, will be slightly different as a consequence of fine-tuning of the project along the way. The focus on the current grant was to provide recovery support for those with defined mental health needs whereas in the third year more time will be spent on awareness-raising and follow-up work as the organisation has

found this to be an effective mechanism for identifying those in need of more specific support. Most of the proposed sessions will take place in schools – those delivered in the first two years have been very well received, the teaching staff have been very complimentary and supportive, and the impact has been tangible (eg young people have had the opportunity to learn together how they can look after their mental health to the same degree as their physical health). In the first two years the project has reached over 970 young people. In the third year the awareness sessions will be augmented by a range of follow-on support services including via online access.

Financial Observations

Accounts for the year end 31st March 2012 record a deficit of £773,000 (1.5% of turnover) which was due to planned spending from designated reserves to meet rebranding costs and a new information system.

Unrestricted free reserves held at 31st March 2012 amounted to £10.6m. This equates to 11 weeks' worth of total operating costs (based on 2012/13 expenditure) and is marginally above the reserves policy to hold between 8 and 10 weeks' worth.

The most recent projection for the current year through to 31st March 2013 is for an operating surplus of £975,000. This would increase free reserves to £11.6m and equate to a total holding of approximately 12 weeks' worth of total operating costs. In the following year 2013/14, free reserves are not anticipated to increase further as a break-even budget is forecast on unrestricted funds.

Officer's Appraisal

Rethink Mental Illness is held in high regard for its work for and with people with mental ill health. As an expert in its field it recognises the importance of providing preventative and remedial support to young people and your current funding of a service for young people in London has had demonstrable success to date. The grant as requested is at a similar level as before (plus inflation) and is for no more than 50% of the total cost – in compliance with your policy for funding large charities.

Recommendation

£39,000 for a third and final year's support of a p/t (3dpw) Young People's Officer plus related activity costs for the Uthink London project, subject to the receipt of a satisfactory report for year 2 of the current grant.



The City Bridge Trust

Charity Registration Number: 1035628

Working with Londoners: Application for a grant

Please read the guidance notes before completing this form

Reference:
(office use only)

11403

Date Received:

1 Oct 12

Programme
Area:

3

1. About your organisation

Name of organisation applying for grant: Rethink Mental Illness	
If the organisation is part of a larger organisation, what is its name? N/A	
Address for correspondence 89 Albert Embankment London	
Postcode: SE1 7TP Is this your home address? No	
Contact person: Mr Dan Anderson	Position: Trusts Fundraising Officer
Phone: 020-7840-3117	Fax:
E-mail: dan.anderson@rethink.org	
Website: www.rethink.org	
Legal status of organisation: Registered Charity	
If registered, please give charity number: ²⁷¹⁰²⁸ 271008	
Year and month organisation established: November 1972	

2. Request for funds

Under which of the Trust's themes are you applying (see our website or brochure for further details)? Improving Londoners' mental health
Purpose for which funds are requested: (25 words maximum) To continue providing Mental Health Awareness Sessions to young people across London.
How much funding is requested? Year 1: £39,934 Year 2: £ Year 3: £ Total: £39,934

3. Aims of your organisation

The mission of Rethink Mental Illness is to improve the quality of life for everyone affected by mental illness. We believe that a better life is possible for millions of people affected by mental illness. We were founded 40 years ago, when one man bravely spoke about his family's experiences of mental illness in a letter to the Times and in the process brought together hundreds to talk about their experiences of mental illness and support each other. Today we directly support almost 60,000 people every year across England to get through crises, to live independently and to realise they are not alone. Our website and helplines give information and advice to 500,000 more and we change policy for millions. We carry out research to make sure we really deliver results for people, young or old. Our services, support groups, and members cover every county in England, giving us local insight and helping us spread innovations nationally. All our work is governed by people who have lived through mental illness.

4. Main activities of your organisation

We provide a range of both local and national services across England. We provide services that are commissioned locally such as housing, floating support, crisis accomodation, advice, residential care, Improving Access to Psychological Therapies (IAPT), advocacy, carers support, employment and some criminal justice services. We also support 150 local volunteer run support groups for people with experience of mental illness (both service users and carers).

At a national level, we campaign for policy change and to reduce the stigma and discrimination that sadly still stalks the 1 in 4 people affected by mental illness in England. We conduct social research into people's experiences of mental illness to identify how things can be improved. We provide free, reliable advice and information to thousands of people through the Rethink Advice and Information Service.

For the last two years we have successfully been delivering our 'Uthink London - out and about' project, providing early intervention and awareness raising work to young people from across the capital.

5. Number of staff

Full-time	Part-time	Management committee members	Active volunteers
811	460	18	316

6. How do you support your volunteers?

Rethink Mental Illness has a volunteer policy and guidance in place to safeguard and support volunteers and ensure good practice across the organisation.

7. Property occupied by your organisation

Is the main property owned or leased/rented by your organisation?	If leased/rented, how long is the outstanding lease/rental agreement?
Rented	5 years and 9 months

8. Finance

From your most recent audited or independently examined accounts, complete the following:

Financial year ended -

Month: **March**

Year: **2012**

Income received from:	£
Voluntary income	1,058,000
Activities for generating funds	192,000
Investment income	128,000
Income from charitable activities	51,550,000
Other sources	
Total Income	52,928,000

Expenditure:	£
Charitable activities	52,524,000
Governance costs	398,000
Cost of generating funds	779,000
Other	19,000
Total Expenditure	53,701,000
(Deficit)/surplus for the year:	(773,000)

Asset position at year end	£
Fixed assets	3,259,000
Investments	9,155,000
Net current assets	3,510,000
Long-term liabilities	(176,000)
*Total A	15,748,000

Reserves at year end	£
Endowment funds	539,000
Restricted funds	2,162,000
Unrestricted funds	13,047,000
*Total B	15,748,000

* Total A and Total B must be the same and should be taken from your balance sheet

9. Statutory funding

For the financial year above, what % of your income was from statutory sources?
80%

10. Material changes

Describe any material changes to the organisation's activities, structure or financial position since the date of the most recent accounts:

Rethink Mental Illness has recently gone through a comprehensive restructure in order to to slim-line management costs and reduce overheads.

11. Previous applications to the Trust

Have you applied to the Trust before? If so, please give details:					<input checked="" type="checkbox"/>
Month/Year: Nov Feb / 2010	Ref: 9759	Grant received: £70,000	OR application rejected	<input type="checkbox"/>	
Month/Year: Jan Feb / 2005	Ref: S466	Grant received: £154,000	OR application rejected	<input type="checkbox"/>	
Month/Year: Jan Apr / 1999	Ref: G00-8	Grant received: £210,000	OR application rejected	<input type="checkbox"/>	

12. Previous funding received

Funding received by your organisation from the following sources during the last **THREE** years:
(i) City of London (other than the City Bridge Trust) **(ii)** London boroughs **(iii)** London Councils (formerly ALG)
(iv) Health authorities **(v)** Central government departments **(vi)** Other statutory bodies (e.g. Housing Corporation, Arts Council) - List source, years and annual amounts:

	Year: 2009	Year: 2010	Year: 2011
(i) City of London			
(ii) London Boroughs	306,424	228,323	197,842
(iii) London Councils			
(iv) Health Authorities	21,175,100	19,022,911	19,807,306
(v) Central Government	193,047	200,764	497,992
(vi) Other Statutory Bodies	691,565	422,888	315,084

13. Previous grants received

Grants received by your organisation from charitable trusts and foundations (other than the City Bridge Trust) during the last **TWO** years. List source, years and annual amounts:

	Year: 2010	Year: 2011
Stone Family Family		137,108
Comic Relief	23,818	49,958
Lloyds TSB Foundation		70,612
Henry Smith Charity		64,000
The Fidelity UK Foundation	50,000	
6 other funders giving >£5000	82,000	25,000

14. What steps is your organisation taking to reduce its carbon footprint?

Rethink Mental Illness is committed to reducing its carbon footprint and is implementing an organisation wide 'Environmental Management Plan (EMP)'. This is one of the progressive steps we have taken towards meeting the requirements of the Environmental Management Standard ISO 14001 (an internationally recognised standard for environmental management).

Recent examples of how we have worked to reduce our carbon footprint are:

ICT- Last year Rethink Mental Illness' ICT department reduced its energy bill by utilising the latest technologies. This involved the consolidation of equipment, which will result in the department's energy bill being reduced by 75%, therefore reducing carbon emissions.

Our services and departments utilise working practices which reduce Rethink Mental Illness' carbon footprint. These include Video conferencing, encouraging bike travel and car sharing, purchasing food from local producers and ensuring that equipment is correctly switched off when not in use.

15. Purpose

Complete this section whatever the amount of grant requested. **In addition**, if the request is for £25,000 or more in total, a fuller proposal should be sent with this form. Also, if your application is for all or part of new or existing post(s), please enclose a copy of the relevant job description(s) including the salary level.

In order to provide the right information, please refer to guidance note 15 before completing this section.

We are approaching the Trust for funding to continue delivering Mental Health Awareness Sessions to young people from across London.

Need- As the programme guidelines detail, London faces a range of challenges with regards to mental health. Mental ill health is more prevalent in the capital than the rest of the UK with around 1 in 5 Londoners living with a mental illness. The capital also has the highest rate of compulsory psychiatric admission in the country and a high level of people in contact with the criminal justice system who have a serious mental illness. It is clear that if a significant improvement is to be made to these figures, that focus must be put on London's young people. Developing a mental health condition as a teenager can have a devastating effect on all areas of a person's life. 1 in 10 young people are in need of additional support with their mental health, though tragically due to ignorance and misconceptions about mental health, young people are often unaware of or unwilling to contact the services which could support them. This can have devastating consequences, suicide is the second most common cause of death for young males (NHS, 2011). Many cases would be avoidable if there was successful early intervention when mental health problems begin to develop. Our mental health awareness sessions play an important role in enabling this to happen.

Why us?- For the past 2 years we have successfully been delivering our 'Uthink London' project to young people. The successes of learning from this project has led us to ambitious plans in which we will develop the different elements contained in our original project; in depth Young People's Programmes, specialist provision of mental health advice and information for young people and our mental health awareness sessions. We are approaching the Trust to fund the mental health awareness sessions element of our overall young people's strategy. Our experience has informed us that the awareness sessions are exceptionally popular with London schools and provide significant outcomes for young people. For the first 2 years of 'Uthink London' we are on track to complete 29 awareness sessions, where we initially intended on delivering 22. Our application for continuation of the grant will allow us to build on our contacts and experience to continue helping young people from across London.

Delivery- In the next year we will deliver 40 mental health awareness sessions to young people across London (primarily in schools but also in other environments such as youth clubs). We aim to reach 900 young people in this period, working across at least 8 London boroughs. Each session will be attended by between 8-30 young people and will last approximately one hour. The aim of each session is to combat misconceptions about mental health, raise awareness of mental health as an issue and provide young people with information about the support available to them.

We will also create a series of information resources, specifically designed for young people and an online toolkit which will aid young people in supporting their own mental health and that of others.

Objectives

The project will meet the following objectives:

- Deliver 40 mental health awareness sessions across London schools reaching up to 900 young people across at least 8 London Boroughs
- 90% of participating young people feeling they are better informed about mental health and where they could access support if they are worried about their mental health.
- 90% of professional staff feeling that the sessions left young people better informed about mental health
- Create an Information toolkit, including 6 Information resources specific to the needs of young people

These project objectives effectively meet the programme's objectives of 'more children and young people receiving specialist help resulting in improved mental health'. These outcomes will be measured using a questionnaire at the end of each session.

Good practice- Rethink Mental Illness is committed to the principles of good practice laid out in the programme guidelines. These include dedicated policies and procedures dealing with user involvement, equality and diversity, supporting volunteers and reducing our carbon footprint.

16. Explain how you will monitor and evaluate both your own outcomes and those of the programme under which you are applying.

At the end of each session each student will be asked to complete a questionnaire asking how the awareness session had affected their:

- Understanding of mental health
- Understanding of what to do if they were worried about their mental health
- An understanding of the key things they can do to look after their mental health
- An understanding of why mental health is important
- Confidence in accessing support for themselves in relation to their mental health
- Confidence in accessing support for a friend or family member in relation to their mental health

There will also be a questionnaire specifically for professional staff attending the sessions. This will establish the impact the session has had on young people feeling better informed about mental health and providing them with the tools to seek help in the future.

17. Beneficiaries

How many people will benefit from the grant per year? 940			
In which local authority is your organisation based? Lambeth			
Which borough(s) of Greater London will benefit from this grant? (if more than one, please give % for each) We aim to conduct this project in at least 8 London Boroughs			
At what address will the activity be located? The project will be based at our office: 89 ALbert Embankment, SE1 7TP			
What age group will benefit? 14-25			
What will the ethnic grouping(s) of the beneficiaries be?			
	%		%
White - British		Black - Caribbean	
White - Irish		Black - African	
White - Other (please describe)		Black - Other (please describe)	
Asian - Indian		Black - British	
Asian - Pakistani		Chinese	
Asian - Bangladeshi			
Asian - Other (please describe)		Other (please describe)	
Open to everyone			X
What proportion of the beneficiaries will be disabled people?			

18. Funding required for the project

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

(List main expenditure headings and amounts)

Expenditure heading	Year 1 £	Year 2 £	Year 3 £	Total £
Employment costs	98,810			
Recruitment				
Staff Expenses	2,800			
Staff Training	2,098			
Office Costs (printing, postage etc.)	653			
Activities and Programme costs	36,853			
Volunteer expenses	900			
Management	22,333			
Support Costs	18,605			
TOTAL	183,053			

What income has already been raised?

(List amounts and main sources)

Source	Year 1 £	Year 2 £	Year 3 £	Total £
Big Lottery - Youth in Focus	30,000			
TOTAL				

What other funders are currently considering the proposal?

We have submitted the following applications to fund our wider young people's work:
Voluntary Sector Investment Programme (Department of Health), Nominet Innovation Labs

19. Funding requested from the Trust

How much is requested from the Trust? (List main expenditure headings and amounts)

Expenditure heading	Year 1 £	Year 2 £	Year 3 £	Total £
Employment costs	21,814			
Recruitment				
Staff Expenses	300			
Staff Training	463			
Office Costs (printing, postics etc.)	330			
Activities and Programme costs	8,100			
Volunteer expenses				
Management	4,938			
Support Costs	3,994			
TOTAL	39,939			

20. Funding requested from the Trust (continued)

When will the funding be required? **We will need the funding to coincide with the end of our current grant - Dec 2012**

Is the activity to continue beyond the period for which funding is requested?

If so, how will it be resourced? **We intend for this work to continue past the period of this grant. We envisage that we will fund through submitting funding applications to charitable trusts. In addition we intend to build on the relationships we have built across the education and third sectors to seek opportunities for continued delivery.**

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

Declaration on behalf of applicant organisation

I, **Dan Anderson** (your name)

am an authorised representative of

Rethink Mental Illness (your organisation)

within which I am **Trusts Fundraising Officer** (your position)

To the best of my knowledge, all the information that I have provided in this application form is correct

Signature



Date **28th September 2012**

Return the completed form to: The City Bridge Trust

City of London

PO Box 270

Guildhall

London EC2P 2EJ

Please

- **do not send this application by fax or e-mail** – unless applying online, applications must be posted to the Trust
- **do send the information in the checklist** – if items are missing, your application will be returned to you
- **do send only the information in the checklist** – if further information is required, we will contact you
- **do ensure you have signed and dated this form** – we cannot accept forms which have not been signed and dated
- **do use the correct postage** – the completed form and additional materials are likely to exceed 100g in weight

ASSESSMENT CATEGORY - Older Londoners

Alzheimer's Society

Ref: 11364

Amount requested: £133,342

Adv: Stewart Goshawk

Base: Tower Hamlets

**Benefit: Barking &
Dagenham**

Purpose of grant request: Support older people with dementia, their family and carer in LB Barking & Dagenham to enable them to live as they choose.

Background

Members will be familiar with the work of the Alzheimer's Society, the country's leading organisation in the care and welfare of people living with dementia. It is a widely acknowledged fact that the prevalence of Alzheimer's and related conditions is showing a marked increase across society, as people are living longer and detection and diagnosis methods improve.

The Alzheimer's Society works not just to ensure that the necessary care services are in place but also that each individual feels able to continue to be an active member of their family and society in general, so long as their condition allows. Support is also essential for those caring for someone with a mental degenerative condition, helping them to understand how an individual's situation may develop and the services that are available to assist them.

Funding History

The Trust has funded the organisation just once before, in February 2010, with a three year grant of £150,000 for the strategic development of the organisation's work in London. That project has been very well reported on.

Current Application

One of the organisation's aims is to work towards universal service coverage across the capital. Some boroughs such as Redbridge and Enfield have a long history of providing a range of local services for people in their area. However, for others, there is little if anything available. The statutory services are, of course, responsible for medical interventions but do not provide much of the palliative care that is vital in helping people with Alzheimer's to live a full and rewarding life.

This application seeks funding to work specifically in LB Barking & Dagenham (one of the Trust's target boroughs where the level of take-up of grants has been lower than the indices of deprivation would suggest

was needed). There have also been major gaps in service provision in the borough since the collapse of local branches of Mind and Age Concern.

For some time, the Alzheimer's Society has been doing what it can in the area without any dedicated resource. Other local branches have helped out where they can but there are clear gaps in provision. Many people who have received a diagnosis do not know where to turn for help, and even when they start to look there is little available. Equally, in parts of the large BME community in the borough there is a major lack of understanding and resulting stigma about dementia that needs to be overcome.

The Society proposes a two-pronged approach to help resolve the problem. Firstly, the appointment of a Dementia Advisor, similar to posts active in other boroughs (for which this application seeks funding). The postholder would provide information, advice and support for people with Alzheimer's and their carers, helping them to access the support they need and to plan for the future. The Advisor would also liaise with existing and potential service providers to match needs and provision. Further work would be undertaken with local older people's groups to raise awareness about dementia and the support available in the local area. A second new post (for which funding will be sought elsewhere) will undertake more strategic work to build partnerships for the development of new services.

Financial Observations

As would be expected, the Alzheimer's Society has a turnover to match its status as the principal and respected national organisation in its field. Audited accounts to 31st March 2012, show an overall surplus of £2.6m (3.6% of turnover) which was wholly achieved on restricted funds. Income is received from a wide range of statutory, charitable and lottery funds.

At 31st March 2012, the charity held free reserves of £20.1m which is equivalent to 4.3 months' charitable expenditure. This compares to the charity's reserve policy target of holding at least 3 months' worth, which equates to £14.0m. The trustees note in their report that "In the light of economic uncertainty and the pressures on public spending at the present time, the Board of Trustees feels that the reserves cover is prudent and allows for future growth." On the latter point, the forecast for the current year to 31st March 2013, shows an increase in expenditure to £72.6m (£3.0m / 4.3% higher than in 2011/12) as the need for far greater levels of dementia services increase nationwide. However, the forecast also shows that income has increased leading to a balanced budget for the current year.

Officer's Appraisal

This piece of work meets the criteria of one of the key elements of your older people's programme and in a part of London that is one of your

highest priorities, to be delivered by a high quality organisation. The Trust's existing grant to the Alzheimer's Society is on the point of completion, but your rules allow large multi-functional organisations to hold a second grant where, for example, the first is for strategic work and the other a local project. There is also an urgency in this case to start to meet a major rising demand. Your rules also stipulate that for large organisations such as this, your maximum grant will be for 50% of the cost of the project. The recommendation below adheres to this.

Recommendation

£120,000 over three years (3 x £40,000) towards the costs of a full-time Dementia Advisor and other costs for a dementia service in LB Barking & Dagenham.



The City Bridge Trust

Charity Registration Number: 1035628

Working with Londoners: Application for a grant

Please read the guidance notes before completing this form

Reference:
(office use only)

11364

Date Received:

06/09/12

Programme
Area:

5

1. About your organisation

Name of organisation applying for grant: Alzheimer's Society	
If the organisation is part of a larger organisation, what is its name? N/A	
Address for correspondence Devon House, 58 St Katharine's Way, London	
Postcode: E1W 1JX Is this your home address? No	
Contact person: Ms Helen Palmer	Position: Trusts & Statutory Fundraising Manager
Phone: 0207 423 3516	Fax:
E-mail: helen.palmer@alzheimers.org.uk	
Website: www.alzheimers.org.uk	
Legal status of organisation: Registered charity	
If registered, please give charity number: 296645	
Year and month organisation established: 1 November 1979	

2. Request for funds

Under which of the Trust's themes are you applying (see our website or brochure for further details)? Older Londoners
Purpose for which funds are requested: (25 words maximum) Support older people with dementia, their family & carers in LB Barking & Dagenham to enable them to live as they choose.
How much funding is requested? Year 1: £44,474 Year 2: £43,936 Year 3: £44,932 Total: £133,342

3. Aims of your organisation

Our vision is a world without dementia. We are the UK's leading support and research charity for everyone affected by dementia. Our mission is to change the face of dementia research; demonstrate best practice in dementia care and support; provide the best advice and support to anyone dealing with dementia and to influence the state and society to enable those affected by dementia to live as they wish to live. Everything we do is guided by the seven things people affected by dementia have said they want to see in their lives. 1) I have personal choice and control or influence over decisions about me; 2) I know that services are designed around me and my needs; 3) I have support that helps me live my life; 4) I have the knowledge and know-how to get what I need; 5) I live in an enabling and supportive environment where I feel valued and understood; 6) I have a sense of belonging and of being a valued part of family, community and civic life; 7) I know there is research going on which delivers a better life for me now and hope for the future.

4. Main activities of your organisation

Our main activities are reflected in our four strategic ambitions for 2012 -17: 1) Demonstrate the way in dementia care and support- we use of experience and expertise to provide high quality, inclusive and innovative services - either directly or in partnership. 2) Be the foremost contact for anyone dealing with dementia by providing trusted information, advice and support via telephone, website and other digital channels so we reach people wherever they live. 3) Lead partnerships and investments in research to improve care, advance prevention and move closer to cure, through support, development, publication and expert contributions to pioneering research including the views of the members of the Research Network who themselves have dementia. 4) Campaign for people affected by dementia to be able to live the lives they want through changes that will improve all aspects of care and support, including influencing health and social care commissioners and influencing public understanding of dementia to reduce the stigma of dementia.

We provided 2,146 services and worked with over 100,000 people affected by dementia in 2011/12. We are committed to involving service users in the development of services.

5. Number of staff

Full-time	Part-time	Management committee members	Active volunteers
1055	1100	12	5300

6. How do you support your volunteers?

We have a volunteering policy and robust processes for recruitment, induction. We provide ongoing support and access to development opportunities. Local staff with our organisational lead, support continuous development of our volunteer experience.

7. Property occupied by your organisation

Is the main property owned or leased/rented by your organisation?	If leased/rented, how long is the outstanding lease/rental agreement?
Leased	until 2016

8. Finance

From your most recent audited or independently examined accounts, complete the following:

Financial year ended -

Month: **March**

Year: **2012**

Income received from:	£
Voluntary income	41,122,000
Activities for generating funds	4,691,000
Investment income	880,000
Income from charitable activities	24,315,000
Other sources	1,131,000
Total Income	72,139,000

Expenditure:	£
Charitable activities	55,692,000
Governance costs	356,000
Cost of generating funds	13,509,000
Other	
Total Expenditure	69,557,000
(Deficit)/surplus for the year:	2,582,000

Asset position at year end	£
Fixed assets	1,254,000
Investments	20,674,000
Net current assets	10,343,000
Long-term liabilities	(3,175,000)
*Total A	29,096,000

Reserves at year end	£
Endowment funds	
Restricted funds	6,898,000
Unrestricted funds	22,198,000
*Total B	29,096,000

* Total A and Total B must be the same and should be taken from your balance sheet

9. Statutory funding

For the financial year above, what % of your income was from statutory sources?
about one third of income

10. Material changes

Describe any material changes to the organisation's activities, structure or financial position since the date of the most recent accounts:

none

11. Previous applications to the Trust

Have you applied to the Trust before? If so, please give details:					<input checked="" type="checkbox"/>
Month/Year: Oct	/ 2009	Ref: 9724	Grant received: £150,000	OR application rejected	<input type="checkbox"/>
Month/Year: Nov	/ 2008	Ref: 9353	Grant received: £	OR application rejected	<input checked="" type="checkbox"/>
Month/Year: Jun	/ 2005	Ref: 6323	Grant received: £100,000	OR application rejected	<input type="checkbox"/>

12. Previous funding received

Funding received by your organisation from the following sources during the last **THREE** years:
(i) City of London (other than the City Bridge Trust) **(ii)** London boroughs **(iii)** London Councils (formerly ALG)
(iv) Health authorities **(v)** Central government departments **(vi)** Other statutory bodies (e.g. Housing Corporation, Arts Council) - List source, years and annual amounts:

	Year: 2009	Year: 2010	Year: 2011
(i) City of London	0	0	0
(ii) London boroughs	1,190,220	1,393,650	1,986,060
(iii) London Councils	0	0	0
(iv) London Health authorities	825,742	822,033	1,020,637
(v) Central Gov. Depts (London)	0	0	0
(vi) Other statutory (London)	0	0	0

13. Previous grants received

Grants received by your organisation from charitable trusts and foundations (other than the City Bridge Trust) during the last **TWO** years. List source, years and annual amounts:

	Year: 2010	Year: 2011
The Henry Smith Charity	257,000	223,000
Northern Rock Foundation	164,000	118,000
Comic Relief- campaigning networks	65,000	147,000
Comic Relief - advocacy	23,000	as above
Schofield Trust	0	315,000
Various other grants	1,171,000	2,097,000

14. What steps is your organisation taking to reduce its carbon footprint?

Our staff and volunteers adhere to and promote the Society's environmental policies and procedures and they are an integral part of the PQASSO Level 1 accreditation that we received in February 2012. To maintain our PQASSO accreditation we will maintain an on-going programme of monitoring and evaluation of our performance, which includes a commitment to implementing the lessons learned from evaluation and improved performance in future years.

Our policies include reducing waste through recycling, purchasing and promoting the use of sustainably-sourced materials where ever possible including utilities. Where resources are not renewable we encourage their careful use.

We encourage the use of public transport by staff and volunteers if it is feasible and also encourage car sharing if no public transport is available. We are also increasing our use of alternative ways of working and meeting to reduce avoidable travel in any form.

15. Purpose

Complete this section whatever the amount of grant requested. **In addition**, if the request is for £25,000 or more in total, a fuller proposal should be sent with this form. Also, if your application is for all or part of new or existing post(s), please enclose a copy of the relevant job description(s) including the salary level.

In order to provide the right information, please refer to guidance note 15 before completing this section.

This project supports City Bridge Trust's aim to improve the quality of life for people with dementia and Alzheimer's. It is focused on supporting residents from the London Borough of Barking and Dagenham (LBBD) as the borough has one of the fastest growing populations in the capital and a high percentage of older people. However, as a low-income borough, its dementia services are limited and lack continuity.

This project supports a non-medical Dementia Advisor (DA) service providing guidance and accurate and accessible information about dementia and local services for residents affected by dementia in LBBD. The service is designed to help people from the point of diagnosis throughout their journey with dementia. The DA will work closely with the borough's Memory Clinic at the Broad Street Health Centre, to make the service as accessible as possible to those being diagnosed.

Our existing links and knowledge mean that we will be able to get the service up and running quickly and reach the many people dealing with the complexities of a dementia diagnosis. The need for specialist support at the point of diagnosis has been confirmed and we will back up the front-line service with strategic activity to secure the quality and effectiveness of dementia services in future.

LBBD residents have been consulted by the borough and have identified that there is not enough information available. This informed a subsequent review of services by the borough that acknowledged a need for a dementia adviser but they have not identified a current provider to deliver this service.

LBBD has low rates of diagnosis, in part to the variable performance of local GPs. It can also be reflective of generally low levels of awareness around dementia and perceived stigma. The DA will undertake awareness raising work with older peoples' groups across the borough, the general public and health care professionals (including GPs). They will provide talks and attend events and information days. Awareness raising activities can increase community understanding and reduce stigma. This can ease the isolation of a person with dementia and carer and help them to engage in their community.

The DA will develop relations with the other local providers to ensure joined up working, facilitate referrals while a Development Officer will focus on ensuring the voice of residents affected by dementia are heard at all levels of local decision making. They will provide an independent analyse of LBBD dementia services, with input from local providers and service users, to identify issues and develop agreed recommendations for service development. This work will underpin engagement with local decisions makers to influence future development of services to ensure they support residents and provide the benefits that can improve their quality of life.

Our objectives will be to enable LBBD residents affected by dementia to access local services; facilitate strategic partnerships to support inclusive and effective dementia services; work in partnership to identify issues and priorities to strengthen the quality of local dementia care; and raise awareness of dementia and support development of dementia friendly communities. The Society are the dementia care specialists and we provide a network of services across NE London.

Our experienced team will support this service, the DA will work with services in Waltham Forest, Hackney and Tower Hamlets and staff currently engaged in local strategic work will support the Development Officer. Society services are delivered to quality standards that meet PQASSO requirements. We will monitor project delivery including number of people accessing our DA service, people attending dementia awareness sessions and contacts made with local service providers. This service can support 150 people affected by dementia a year and deliver awareness raising sessions.

16. Explain how you will monitor and evaluate both your own outcomes and those of the programme under which you are applying.

We have an ongoing programme of monitoring and evaluation based on the collection and review of quantitative and qualitative data. We record the number of people accessing services, volunteers and partnerships. We record demographic information about our service users to ensure that we deliver against our commitment to provide inclusive services. Our PQASSO accreditation commits us to continuous improvement. In the coming year we are rolling out 2 initiatives to further increase the effectiveness of our evaluations. After a successful pilot in 2011 we will extend the use of Service User Review Panels to enable our users to comment on our services. We are also implementing a new client record system making it easier to track our effectiveness in delivering the care plans we agree with service users. Through monitoring our outcomes and outputs, we will be able to show how we meet the City Bridge Trust's outcome of improving quality of life for older people with dementia and our most recent monitoring and evaluation report was described by the Trust's officers as exemplary. Our service specifications are evidenced based and outcome focused & we share best practice through regional Conferences.

17. Beneficiaries

How many people will benefit from the grant per year? **The DA will support 150 people/year and 1000 attending talks and presentations.**

In which local authority is your organisation based?
Tower Hamlets

Which borough(s) of Greater London will benefit from this grant?
(if more than one, please give % for each)
Barking & Dagenham

At what address will the activity be located? **Broad Street Health Centre, Morland Road, Dagenham, Essex, RM10 9SU**

What age group will benefit? **65+**

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

	%		%
White - British	71	Black - Caribbean	2.4
White - Irish	1.5	Black - African	9
White - Other (please describe) other white backgrounds	2.4	Black - Other (please describe) mixed/other black	2.4
Asian - Indian	2.4	Black - British	1.4
Asian - Pakistani	2.3	Chinese	1.6
Asian - Bangladeshi	0.7		
Asian - Other (please describe) mixed/other asian	1.5	Other (please describe) Other/mixed ethnicity	1.4
Open to everyone			yes

What proportion of the beneficiaries will be disabled people?
Service is inclusive to all people with dementia and their carers regardless of disability

18. Funding required for the project

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

(List main expenditure headings and amounts)

Expenditure heading	Year 1 £	Year 2 £	Year 3 £	Total £
Staff Salaries (incl. NI/Pension)	37,972	39,111	40,284	117,367
Staff and Volunteer Expenses	500	600	618	1,718
Local management costs	2,258	2,325	2,395	6,978
Computer hardware and office set up	1,450	-	-	1,450
Rent	3,500	3,500	3,500	10,500
Office Costs (incl. phones, stationary)	1,500	1,500	1,500	4,500
Admin Support	2,500	2,500	2,500	7,500
Information Resources	1,500	1,500	1,500	4,500
Publicity and Marketing	1,500	1,500	1,500	4,500
Monitoring and Evaluation	1,250	1,250	1,250	3,750
Finance	500	500	500	1,500
IT (e.g helpdesk support)	800	800	800	2,400
HR (e.g training and recruitment)	1,000	1,000	1,000	3,000
Overheads	2,446	2,406	2,575	7,427
TOTAL	58,676	58,492	59,922	177,090

What income has already been raised?

(List amounts and main sources)

Source	Year 1 £	Year 2 £	Year 3 £	Total £
Memory Clinic (in kind-use of premises)	1,000	1,000	1,000	3,000
TOTAL				

What other funders are currently considering the proposal?

We intend to approach other London-focussed grant-giving trusts given the challenging nature of delivering services in Barking & Dagenham. Also, we will look to supplement this project through voluntary income.

19. Funding requested from the Trust



How much is requested from the Trust? (List main expenditure headings and amounts)

Expenditure heading	Year 1 £	Year 2 £	Year 3 £	Total £
Dementia Adviser salary	26,488	27,282	28,100	81,870
Line management	1,505	1,550	1,597	4,652
Staff and volunteer expenses	500	600	618	1,718
Computer hardware and office set up	1450	-	-	1,450
Rent	3,500	3,500	3,500	10,500
Office Costs (incl. phones, stationary)	1,200	1,200	1,200	3,450
Admin Support	2,500	2,500	2,500	7,500
Publicity and Marketing	1,500	1,500	1,500	4,500
Monitoring and Evaluation	1,000	1,000	1,000	3,000
Information Resources	1,200	1,200	1,200	2,700
Human Resources/Finance/IT	2,000	2,000	2,000	6,000
Overheads	1,631	1,604	1,717	4,952
TOTAL	44,474	43,936	44,932	133,342

20. Funding requested from the Trust (continued)

When will the funding be required? April 2013
Is the activity to continue beyond the period for which funding is requested? If so, how will it be resourced? Yes, we will actively seek continuation funding from the local authority, health and social care Commissioners and from charitable sources in London, using the evidence of effectiveness in the first 3 years. We will develop more detailed plans in year 2 for approaching charitable and other sources of voluntary income.
If any planning or other statutory consents are required for the project to proceed, what stage have the applications reached? None

Declaration on behalf of applicant organisation

I, Helen Palmer (your name)	
am an authorised representative of	
Alzheimer's Society (your organisation)	
within which I am Trusts & Statutory Fundraising Manager (your position)	
To the best of my knowledge, all the information that I have provided in this application form is correct	
Signature	
Date	5/9/2012

Return the completed form to: **The City Bridge Trust**
City of London
PO Box 270
Guildhall
London EC2P 2EJ

Please

- do not send this application by fax or e-mail – unless applying online, applications must be posted to the Trust
- do send the information in the checklist - if items are missing, your application will be returned to you
- do send only the information in the checklist – if further information is required, we will contact you
- do ensure you have signed and dated this form – we cannot accept forms which have not been signed and dated
- do use the correct postage – the completed form and additional materials are likely to exceed 100g in weight

ASSESSMENT CATEGORY - Older Londoners

Camden Carers Centre

Ref: 11276

Adv: Tim Wilson

Amount requested: £96,205

Base: Camden

Benefit: Camden

Purpose of grant request: Employment of Social Activity Co-ordinator to implement a programme of activities specific to older carers of people with dementia, including those cared for when appropriate.

Background

Camden Carers Centre (CCC) has been operating for 20 years and has 1,500 clients. The charity's core service is a telephone advice line but it also provides face-to-face advice, counselling, social and respite activities. CCC has run a number of specialist projects including stroke care, bereavement support, and a hospital-based service to avoid inappropriate release. The charity recently received funding for a Carers' Nurse who provides primary health-care checks for service users. CCC support is promoted across the borough and the charity is well-connected with local health professionals. To ensure accessibility, activities take place in a number of community venues, as well as from CCC's office in Kentish Town.

Funding History

CCC submitted an application in March 2012 which it subsequently withdrew following discussions with your officers.

Current Application

CCC seeks your support towards the costs of a Social Activity Coordinator who will run a programme for older people providing care for dementia sufferers. Activities will also involve those cared for, where appropriate.

Of the 1,500 carers on CCC's database, 250 are over 75 and a significant proportion care for an individual with dementia. Whilst care provision is usually demanding, dementia often brings with it the additional burden of grief as the loved one's character changes fundamentally. CCC works with carers to help them access support and manage their own well-being. In the case of older carers, that support extends to preparing for the death of the person they care for and re-establishing life after bereavement.

The proposed Social Activity Coordinator will develop and facilitate a programme for older carers and, where appropriate, those they care for. Activities will be largely centred on the creative arts, including singing, music, drama, painting, and creative writing. Relaxation therapies will

also be available. The programme will build on CCC's 2011 pilot programme for dementia care, when the charity ran "Remembering Together", a series of workshops which was written up for the Journal of Dementia Care.

Work delivered through this programme will complement the advice and support services already on offer from CCC. The charity has also recently formed a close partnership with Age UK and several other carer charities in the borough, so there is potential for the work to reach an even wider audience than CCC's current database.

Financial Observations

Accounts for the year ended 31st March 2012 show a deficit of £11,938 (2% of turnover), of which £10,235 was on restricted funds.

CCC's policy is to hold unrestricted free reserves equivalent to six months of unrestricted expenditure, a target equivalent to £189,923 in 2011-12. As at 31st March 2012 the charity held £150,096 (4.7 months equivalent).

The charity currently anticipates another deficit of £40,000 in 2012-13 which will reduce unrestricted free reserves to approximately £115,000 (3.6 months equivalent). Whilst free reserves can cover this loss, albeit at the expense of falling to a level which is just over half the target level, the charity has appointed a new interim CEO, and the Board has asked him to strengthen the organisation's financial controls as well as overseeing the submission of CCC's contract bid to Camden Council.

Officer's Appraisal

The applicant has developed its dementia services in response to a growing number of older carers in the borough. CCC impresses as an organisation which is responsive to local need, and which is held in high-regard both by the local authority and by other charities. At the time of your officer's assessment visit the charity's Chief Executive was leading a partnership bid to London Borough of Camden to provide advice, advocacy and activities support for carers. Any City Bridge Trust support would expand the service offer CCC can make available with local authority funding.

Recommendation

£96,000 over three years (£31,000; £32,000; £33,000) towards a full-time Social Activities Coordinator and on-costs on the condition that the balance of funding is raised from other sources and subject to receipt of signed accounts for 2011-12.



The City Bridge Trust

Charity Registration Number: 1035628

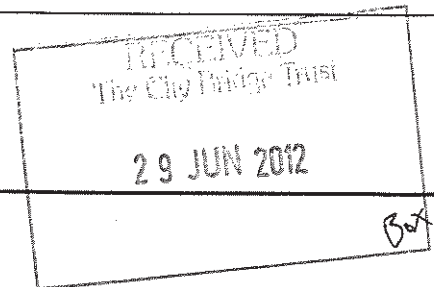
Working with Londoners: Application for a grant

Please read the guidance notes before completing this form

Reference: (office use only) 11276
Date Received: 29 Jun 12
Programme Area: 5

1. About your organisation

Name of organisation applying for grant: Camden Carers Centre	
If the organisation is part of a larger organisation, what is its name? N/A	
Address for correspondence 3rd Floor, 293-299 Kentish Town Road, London	
Postcode: NW5 2TJ Is this your home address? No	
Contact person: Mr Ashley Barber	Position: Chief Executive Officer
Phone: 020 7428 8955	Fax:
E-mail: ashley@camdencarers.org.uk	
Website: www.camdencarers.org.uk	
Legal status of organisation: Registered Charity	
If registered, please give charity number: 1042757	
Year and month organisation established: August 1994	



2. Request for funds

Under which of the Trust's themes are you applying (see our website or brochure for further details)? Older Londoners
Purpose for which funds are requested: (25 words maximum) Employment of Social Activity Co-ordinator to implement a programme of activities specific to older carers of people with dementia, including those cared for when appropriate.
How much funding is requested? Year 1: £31,125 Year 2: £32,060 Year 3: £33020 Total: £96205

3. Aims of your organisation

Camden Carers Centre aims to:

- Improve the quality of life of carers and their families through the provision of information, quality services and support in order to improve their lives and opportunities
- Enhance opportunities for carers to have influence and be involved in the delivery, planning and review of services in both health and social care
- Promote and raise awareness of carers issues and their needs within the statutory and voluntary sectors
- Become recognised as a centre of excellence and good practice

4. Main activities of your organisation

With approximately 25,000 carers in the London Borough of Camden, Camden Carers Centre is delivering an extensive range of advice, counselling, confidential support services, volunteering opportunities, carers activity-days, health checks, welfare rights advice and skills-training workshops that support carers in their everyday lives and/or getting back into the workforce. Our services are available, free of charge, to any carer who lives or works in Camden, or cares for someone who does. In addition these services, we have workers based at four hospitals in the borough providing services for carers of people who are in hospital (both during their stay and after discharge).

Primary Care Development Work: we have a worker dedicated to raising awareness of carers issues, liaising with health care professionals, surgeries, pharmacies, hospitals etc.

We facilitate the Camden Carers Voice, a forum for carers to raise awareness of their caring work and their rights within the borough; we publish a newsletter and manage a growing network of volunteers from our local community that are integral to our organisation.

5. Number of staff

Full-time	Part-time	Management committee members	Active volunteers
9	6	6	20

6. How do you support your volunteers?

A full time Volunteer Coordinator recruits, trains and manages our network of volunteers in their varied responsibilities. We encourage carers to volunteer; this may enable them to learn skills relevant to re-entering the workforce when possible.

7. Property occupied by your organisation

Is the main property owned or leased/rented by your organisation?	If leased/rented, how long is the outstanding lease/rental agreement?
Rented	Agreed year on year

8. Finance

From your most recent audited or independently examined accounts, complete the following:

Financial year ended -

Month: **March**

Year: **2012**

Income received from:	£
Voluntary income	14,868
Activities for generating funds	
Investment income	1,392
Income from charitable activities	539,386
Other sources	
Total Income	555,646

Expenditure:	£
Charitable activities	555,459
Governance costs	12,125
Cost of generating funds	
Other	
Total Expenditure	567,584
(Deficit)/surplus for the year:	(11,938)

Asset position at year end	£
Fixed assets	18,864
Investments	
Net current assets	155,535
Long-term liabilities	(424)
*Total A	173,975

Reserves at year end	£
Endowment funds	
Restricted funds	5,015
Unrestricted funds	168,960
*Total B	173,975

* Total A and Total B must be the same and should be taken from your balance sheet

9. Statutory funding

For the financial year above, what % of your income was from statutory sources?
97%

10. Material changes

Describe any material changes to the organisation's activities, structure or financial position since the date of the most recent accounts:

The charity appointed an interim Chief Executive in 2011-12.

11. Previous applications to the Trust

TW 7/12/12

Have you applied to the Trust before? If so, please give details:					<input checked="" type="checkbox"/>
Month/Year: -	03/12/2012	Ref: 11022	Grant received: £	WITHDRAWN	OR application rejected <input type="checkbox"/>
Month/Year: -	/ -	Ref:	Grant received: £		OR application rejected <input type="checkbox"/>
Month/Year: -	/ -	Ref:	Grant received: £		OR application rejected <input type="checkbox"/>

12. Previous funding received

Funding received by your organisation from the following sources during the last **THREE** years:
(i) City of London (other than the City Bridge Trust) **(ii)** London boroughs **(iii)** London Councils (formerly ALG)
(iv) Health authorities **(v)** Central government departments **(vi)** Other statutory bodies (e.g. Housing Corporation, Arts Council) - List source, years and annual amounts:

	Year: 2009	Year: 2010	Year: 2011
(i) London Borough of Camden	354,104	516,345	749,999
(ii) Camden Primary Care Trust	81,502	86,752	64,071
(iii)			
(iv)			
(v)			
(vi)			

13. Previous grants received

Grants received by your organisation from charitable trusts and foundations (other than the City Bridge Trust) during the last **TWO** years. List source, years and annual amounts:

	Year: 2010	Year: 2011
Bailey Thomas Charitable Trust	5000	5000
Transition Fund		67,000

14. What steps is your organisation taking to reduce its carbon footprint?

Camden Carers Centre follow guidelines laid down by the Carbon Trust to ensure we work to reduce our carbon footprint, and more generally, our impact on the environment as a whole.

We have an active recycling policy in place at our head office.

We encourage all staff and volunteers, and, (where appropriate) beneficiaries to use public transport to access our services.

We have an active policy to reduce consumption of consumable items across the organisation, including cutting back on unnecessary printing and photocopying.

15. Purpose

Complete this section whatever the amount of grant requested. **In addition**, if the request is for £25,000 or more in total, a fuller proposal should be sent with this form. Also, if your application is for all or part of new or existing post(s), please enclose a copy of the relevant job description(s) including the salary level.

In order to provide the right information, please refer to guidance note 15 before completing this section.

To support Non-medical services supporting older people living with dementia and Alzheimer's:

- Camden Carers Centre has approximately 250 carers who are over 75, mostly caring for partners of a similar age; a significant proportion of the 'cared for' will be suffering from dementia, generally they will be happiest if they can stay in own homes for as long as possible.
- Such care work is exceedingly demanding and will often lead to social exclusion, a sense of isolation from their peer groups and a lack of contact with appropriate professional support.
- Our aim is to support older carers, ensure they get stimulating respite opportunities and to provide ways in which they can meet with others, have their voices heard, and their particular needs met.
- Support and activities that benefit the carers will also enhance the life of those they care for, improving their ability to fulfil their roles as carers.
- Carers are the largest source of care and support throughout the UK; people providing high levels of care are more likely to suffer mental or physical ill health themselves so it is imperative that they are supported, their personal and health needs are acknowledged.

DELIVERY

Camden Carers Centre will employ a Social Activity Co-ordinator with responsibility to develop and facilitate a social programme designed specifically to meet the needs of older carers, sometimes including the cared for in joint activities with a therapeutic value. He/she will build on the range of activities that have been offered in recently and proven of value to beneficiaries.

OUTCOMES

- To engage with 250+ older carers on our database, encouraging their participation in activity or support programmes
- To actively involve those being cared for with dementia in specific activities that have proven positive results in their quality of life and relationships with family/carer/friends.

TRACK RECORD

Camden Carers Centre has recently run workshops for people with dementia and their carers/family members called Remembering Together; feedback was very positive from all parties involved. We deliver training to dementia carers and have provided in-depth support and advocacy to same over last 18 years.

CITY BRIDGE TRUST PRIORITY AREAS - Older Londoners

- by helping carers 75+ to engage in social and therapeutic activities and by bringing them into contact with other support services offered at Camden Carers Centre, we will contribute to their well-being, general health and quality of life.
- by supporting and enhancing the lives of their carers we expect a positive flow-on to the lives of the cared for; some activities will be offered to both parties.
- Many carers also become our volunteers so the increase in activities for this group of older carers offers them greater opportunities for future volunteering.

GOOD PRACTICE

Camden Carers is a genuine user-led organisation; we actively seek feedback from our beneficiaries, indeed, regular consultation with our carers is essential to ensure projects meet their needs and achieve our outcomes. With regard to older carers we found that:

- Dementia carers like to attend activities with the cared for, alleviating the worry of 'abandoning' their responsibilities.
- Opportunities to play a 'normal' role in society, e.g. going on trips and having a voice in their communities, reduces isolation and helps people cope with the stress and anxiety of caring for someone with dementia/Alzheimer's.
- We actively promote equality and diversity throughout the organisation, 36% of our carers come from BME groups.
- Our volunteer network is led by a permanent co-ordinator and we support carers with training to take up volunteer roles where possible.
- CCC staff and volunteers are committed to reducing our carbon footprint, working hard to reduce wastage and increase recycling.

16. Explain how you will monitor and evaluate both your own outcomes and those of the programme under which you are applying.

This project will mirror our past levels of engagement with beneficiaries. Beneficiaries will be asked to review activities in which they take part, in questionnaires, online, in 1 to 1 meetings and focus groups. These reviews will be collected by the project delivery staff and distributed to a Project Advisory Group who will produce quarterly reviews and annual reports.

We will set up a Project Advisory Group to provide regular feedback into the planning and delivery of the project. This group will be made up of senior Camden Carers Centre staff, carers, and representatives from partner organisations. This group will meet quarterly to review project activities and monitor progress and make recommendations to the staff delivering this project. This group ensures that carers have a direct impact on the planning of the project and provides ongoing measure of how well we are achieving the desired outcomes.

Data collected will be tailored to provide an accurate measure of the outcomes on City Bridge Trust priorities for Older Londoners

17. Beneficiaries

How many people will benefit from the grant per year? **75-100**

In which local authority is your organisation based?

London

Which borough(s) of Greater London will benefit from this grant?

(if more than one, please give % for each)

London Borough of Camden

At what address will the activity be located? **3rd Floor, 293-299 Kentish Town Road, London, NW5 2TJ**

What age group will benefit? **75+**

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

	%		%
White - British	58	Black - Caribbean	4
White - Irish	8	Black - African	11
White - Other (please describe)	1	Black - Other (please describe) Somali	1
Asian - Indian	2	Black - British	1
Asian - Pakistani	2	Chinese	
Asian - Bangladeshi	9		
Asian - Other (please describe)		Other (please describe) Mixed White Asian/black	3
Open to everyone			

What proportion of the beneficiaries will be disabled people?

Approximately 30%

18. Funding required for the project

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

(List main expenditure headings and amounts)

Expenditure heading	Year 1 £	Year 2 £	Year 3 £	Total £
Salary, inclusive of NI and benefits	34,000	35,020	36,070	105,090
Overheads - light, gas, water etc	3500	3605	3713	10818
IT costs	1000	1030	1061	3091
Publicity/Marketing	1000	1030	1061	3091
Management/Admin contribution	2000	2060	3713	6182
TOTAL	41500	42745	44027	128272

What income has already been raised?

(List amounts and main sources)

45,618 129,883

TW
10/12

Source	Year 1 £	Year 2 £	Year 3 £	Total £
TOTAL				

What other funders are currently considering the proposal?

Not at present

19. Funding requested from the Trust


How much is requested from the Trust? (List main expenditure headings and amounts)

Expenditure heading	Year 1 £	Year 2 £	Year 3 £	Total £
75% of Full time Salary + 3% inflation	25,500	26,265	27,052	78,817
Overheads - gas, light, water etc	2625	2704	2785	8114
IT costs	750	773	796	2319
Publicity/Marketing	750	773	796	2319
Management/Admin contribution	1500	1545	1591	4646
TOTAL	31125	32060	33020	96205

20. Funding requested from the Trust (continued)

When will the funding be required? 14th January 2013
Is the activity to continue beyond the period for which funding is requested? If so, how will it be resourced? Fundraising from trusts, foundations and local business will be ongoing. Once programme is established the positive outcomes will create momentum.
If any planning or other statutory consents are required for the project to proceed, what stage have the applications reached? N/A

Declaration on behalf of applicant organisation

I, Mr Ashley Barber (your name)	
am an authorised representative of	
Camden Carers Centre (your organisation)	
within which I am Chief Executive Officer (your position)	
To the best of my knowledge, all the information that I have provided in this application form is correct	
Signature	
Date	27/6/12

Return the completed form to: **The City Bridge Trust**

City of London
PO Box 270
Guildhall
London EC2P 2EJ

Please

- **do not send this application by fax or e-mail** – unless applying online, applications must be posted to the Trust
- **do send the information in the checklist** - if items are missing, your application will be returned to you
- **do send only the information in the checklist** – if further information is required, we will contact you
- **do ensure you have signed and dated this form** – we cannot accept forms which have not been signed and dated
- **do use the correct postage** – the completed form and additional materials are likely to exceed 100g in weight

ASSESSMENT CATEGORY - Older Londoners

Eye Music Trust

Ref: 11286

Amount requested: £87,556

Adv: Jenny Field

Base: Croydon

Benefit: Several London boroughs

Purpose of grant request: To design and build a new colour/music sensory space for those with Dementia which will be used for a series of workshops and concerts in care homes.

Background

Eye Music Trust was originally established as the Nettlefold Trust in 1989, until it changed its name and re-incorporated as the Eye Music Trust during 2005. It aims to bring contemporary music and arts to the widest possible audience. Through its educational programmes, it seeks to broaden participation in the arts through the exploration of colour, light, sound and movement.

It is best known for its *Colourscape* installation which has taken place on Clapham Common for the past 18 years. This consists of large-scale sculptural labyrinths of up to 95 linked chambers, occupying one acre of ground. It is difficult to convey on paper the impact of this remarkable and possibly unique project but the interplay of light, colour, sound and movement is extraordinary. Children with profound and multiple disabilities respond especially well to the stimuli and demonstrate enormous pleasure and engagement with the experience.

Funding History

In April 2008, you approved a grant of £30,000 over three years towards the construction of a new mobile Colourscape and the cost of taking it to special needs schools across London. This grant came to an end in May 2011 and has been successfully monitored. This work has since been assimilated into the charity's core activities.

Current Application

Following a successful pilot in three care homes in LB Barnet, it is proposed to run a series of workshops for people with dementia using a specially constructed, portable, sensory space in which light, colour and music can be experienced. In addition, one full Colourscape day will be held each year in suitable care homes (that is, those with sufficient outdoor space!).

Using the computer-music system developed with your previous grant, whereby people can trigger sensors by using movement or pressure so

that they can make music regardless of their disability, new software was created using snatches of well-known music which could be played using iPads. This was used to create a reminiscence project in the care homes. The workshops culminated in the residents performing in a concert for their friends and family – the first time any of them had given a public performance. Their relatives were delighted to see them transformed from passive recipients of services into active and engaged participants.

The effects of the workshops on the residents were remarkable, with those who had appeared withdrawn coming to life and those who were agitated becoming calmer. As one resident put it, "I do not feel tormented any more." A care home Manager reported that residents slept better after taking part.

Building on the success of this pilot, it is proposed to roll out the workshops in care homes across London. A new, portable, colour/music sensory space will be constructed, consisting of lycra fabric "sails" that can be put together in different configurations in order to create a soft, welcoming space within the room. iPads will be used to control the lighting and music that will be used.

Financial Observations

The financial information provided in Question 8 of the application form is taken from the charity's 2011/12 accounts. The surplus of £2,900 represented 1% of turnover. A surplus of just over £12,000 is projected for 2012/13.

Eye Music Trust does not currently have a reserves policy. This was raised by your officer during the assessment and the trustees will ensure that one is developed during the coming year. Free reserves of £37,386 as at 31st March 2012 represented just over 1.5 months of expenditure in the year. Whilst lean, these are considered a sufficient cushion given the charity's low overheads. Its main core funder is the Arts Council which in 2011/12 granted £101,617 and which has approved further funding for three years to 2014/15. The charity only runs projects for which it has raised funds.

Officer's Appraisal

The work of Eye Music Trust appears to be remarkably effective in engaging people – young and old – who might not otherwise participate in artistic activities. Its use of colour and light seems to result in an increased sense of well-being for participants, thereby increasing their quality of life.

Recommendation

£87,500 over three years (£36,300; £25,600; £25,600) towards the construction of music/colour sensory space and for a series of workshops in care homes benefitting those with dementia.



The City Bridge Trust

Charity Registration Number: 1035628

Working with Londoners: Application for a grant

Please read the guidance notes before completing this form

Reference:
(office use only)

11286

Date Received:

05/07/2012

Programme
Area:

05

1. About your organisation

Name of organisation applying for grant: Eye Music Trust	
If the organisation is part of a larger organisation, what is its name? N/A	
Address for correspondence: 137, 139, 141, 143, 145, 147, 149, 151, 153, 155, 157, 159, 161, 163, 165, 167, 169, 171, 173, 175, 177, 179, 181, 183, 185, 187, 189, 191, 193, 195, 197, 199, 201, 203, 205, 207, 209, 211, 213, 215, 217, 219, 221, 223, 225, 227, 229, 231, 233, 235, 237, 239, 241, 243, 245, 247, 249, 251, 253, 255, 257, 259, 261, 263, 265, 267, 269, 271, 273, 275, 277, 279, 281, 283, 285, 287, 289, 291, 293, 295, 297, 299, 301, 303, 305, 307, 309, 311, 313, 315, 317, 319, 321, 323, 325, 327, 329, 331, 333, 335, 337, 339, 341, 343, 345, 347, 349, 351, 353, 355, 357, 359, 361, 363, 365, 367, 369, 371, 373, 375, 377, 379, 381, 383, 385, 387, 389, 391, 393, 395, 397, 399, 401, 403, 405, 407, 409, 411, 413, 415, 417, 419, 421, 423, 425, 427, 429, 431, 433, 435, 437, 439, 441, 443, 445, 447, 449, 451, 453, 455, 457, 459, 461, 463, 465, 467, 469, 471, 473, 475, 477, 479, 481, 483, 485, 487, 489, 491, 493, 495, 497, 499, 501, 503, 505, 507, 509, 511, 513, 515, 517, 519, 521, 523, 525, 527, 529, 531, 533, 535, 537, 539, 541, 543, 545, 547, 549, 551, 553, 555, 557, 559, 561, 563, 565, 567, 569, 571, 573, 575, 577, 579, 581, 583, 585, 587, 589, 591, 593, 595, 597, 599, 601, 603, 605, 607, 609, 611, 613, 615, 617, 619, 621, 623, 625, 627, 629, 631, 633, 635, 637, 639, 641, 643, 645, 647, 649, 651, 653, 655, 657, 659, 661, 663, 665, 667, 669, 671, 673, 675, 677, 679, 681, 683, 685, 687, 689, 691, 693, 695, 697, 699, 701, 703, 705, 707, 709, 711, 713, 715, 717, 719, 721, 723, 725, 727, 729, 731, 733, 735, 737, 739, 741, 743, 745, 747, 749, 751, 753, 755, 757, 759, 761, 763, 765, 767, 769, 771, 773, 775, 777, 779, 781, 783, 785, 787, 789, 791, 793, 795, 797, 799, 801, 803, 805, 807, 809, 811, 813, 815, 817, 819, 821, 823, 825, 827, 829, 831, 833, 835, 837, 839, 841, 843, 845, 847, 849, 851, 853, 855, 857, 859, 861, 863, 865, 867, 869, 871, 873, 875, 877, 879, 881, 883, 885, 887, 889, 891, 893, 895, 897, 899, 901, 903, 905, 907, 909, 911, 913, 915, 917, 919, 921, 923, 925, 927, 929, 931, 933, 935, 937, 939, 941, 943, 945, 947, 949, 951, 953, 955, 957, 959, 961, 963, 965, 967, 969, 971, 973, 975, 977, 979, 981, 983, 985, 987, 989, 991, 993, 995, 997, 999	
Postcode: Is this your home address?	
Contact person: Mr. Simon Desorgher	Position: Projects Director
Phone:	Fax:
E-mail: simon@colourscape.org.uk	
Website: http://www.colourscape.org.uk	
Legal status of organisation: Company Limited by Guarantee	
If registered, please give charity number: 1113190	
Date organisation established: 05/05/1999	

RECEIVED
The City Bridge Trust
13 JUL 2012
MH

2. Request for funds

Under which of the Trust's themes are you applying (see our website or brochure for further details)? Older Londoners
Purpose for which funds are requested: (25 words maximum) * Designing and building a new colour/music sensory space for those with Dementia * Running series of workshops and concerts in care homes
How much funding is requested? Year 1: £36,256 Year 2: £25,650 Year 3: £25,650 Total: £87,556

3. Aims of your organisation

EYE MUSIC Mission Statement

Eye Music aims to bring contemporary music and arts to the widest possible public.

By creating new environments and using public spaces we attract all to our events through curiosity.

By linking music, colour, light, space and movement we give new dimensions to public perception and new understanding of contemporary music and performing arts.

Through educational programmes we seek to broaden participation in the arts through natural enjoyment and exploration of colour, light, sound and movement.

4. Main activities of your organisation

The most well-known activity of Eye Music Trust is our Colourscape Music Festivals. These take place within very large inflatable, walk-in labyrinths of colour. A typical festival has several days of contemporary music and dance and several days of colour and music workshops with particularly emphasis on Special Needs work for many schools across London.

Our educational activities include one-day Colourscape workshop events in our new dedicated workshop environment (funded by City Bridge Trust and Arts Council). These enable the most disabled children to take part as the "mobile" Colourscape is installed on a school site anywhere in the UK.

Our computer-music workshops use the latest sensor technology and specially-created software so that any child can create music whatever their disability. These workshops always end with public performances by the students.

Other events include Art Gallery installations of colour, light and music and these have led to our latest research and development into the benefits of computer and sensor-controlled colour and music for and by the elderly with dementia.

5. Number of staff

Full-time	Part-time	Management committee members	Active volunteers
0	3	7	0

6. How do you support your volunteers?

Our organisation is not suitable for regular teams of volunteers as Colourscape teams are specially trained and responsible for the public safety. Events within schools and other centres often involve volunteers from parents and/or assistants who we encourage to take forward the learning experience.

7. Property occupied by your organisation

Is the main property owned or leased/rented by your organisation?	If leased/rented, how long is the outstanding lease/rental agreement?
Owned	Eye Music owns 4 Colourscapes

8. Finance

From your most recent audited or independently examined accounts, complete the following:

Financial year ended -

Month: **March**

Year: **2012**

Income received from:	£
Voluntary income	
Activities for generating funds	2,173
Investment income	
Income from charitable activities	273,846
Other sources	14,398
Total Income	290,417

Expenditure:	£
Charitable activities	282,664
Governance costs	1,824
Cost of generating funds	3,000
Other	
Total Expenditure	287,488
(Deficit)/surplus for the year:	2,929

Asset position at year end	£
Fixed assets	50,482
Investments	
Net current assets	37,636
Long-term liabilities	
*Total A	88,118

Reserves at year end	£
Endowment funds	
Restricted funds	50,482
Unrestricted funds	37,636
*Total B	88,118

* Total A and Total B must be the same and should be taken from your balance sheet

9. Statutory funding

For the financial year above, what % of your income was from statutory sources?
38%

10. Material changes

Describe any material changes to the organisation's activities, structure or financial position since the date of the most recent accounts:

There are no material changes to our organisation's activities. The only change has been to the Arts Council's core funding programme which is now called National Portfolio Organisation. We were successful in bidding to this for a three-year funding grant 2012-2015. Our organisation was very fortunate (in this period of cuts) - gaining funding without any cuts in our revenue funding.

11. Previous applications to the Trust

Have you applied to the Trust before? If so, please give details:

Month/Year:	10/08	Ref:	8670	Grant received:	£30,000	OR application rejected?	No
Month/Year:		Ref:		Grant received:		OR application rejected?	
Month/Year:		Ref:		Grant received:		OR application rejected?	

12. Previous funding received

Funding received by your organisation from the following sources during the last **THREE** years:
(i) City of London (other than the City Bridge Trust) **(ii)** London boroughs **(iii)** London Councils (formerly ALG)
(iv) Health authorities **(v)** Central government departments **(vi)** Other statutory bodies (e.g. Housing Corporation, Arts Council) - List source, years and annual amounts:

	Year: 2009	Year: 2010	Year: 2011
(i)			
(ii)	2009:Croydon £2800, Bexley £7500 Croydon £2000, Wandsworth £10600, Croydon £2000, Bromley £1000 Well London £10600 Ealing £6500	10,300	4,000
(iii)	LONDON COUNCILS	4,078	24,465
(iv)			
(v)			
(vi)	Arts Council England	100,904	118,238
			119,649

13. Previous grants received

Grants received by your organisation from charitable trusts and foundations (other than the City Bridge Trust) during the last **TWO** years. List source, years and annual amounts:

	Year: 2010	Year: 2011
PRSF	7,000	0
Rawsthorn Trust	4,000	4,000

14. What steps is your organisation taking to reduce its carbon footprint?

Our organisation is already very "green". We have no permanent premises as Colourscape is packed away when not in use. So there is no heating of our "premises". Colourscape itself (when in use) is very energy efficient and when fully-inflated uses little electricity to maintain its pressure.

Our administrators work from home mainly communicating by email and phone. The main administrator has a policy of re-using paper and envelopes for notes and letters.

The Colourscape team travel in the same van that transports Colourscape (compressing travel and fuel costs). Most of our workshop leaders travel by train or bike whenever possible.

15. Purpose

Complete this section whatever the amount of grant requested. **In addition**, if the request is for £25,000 or more in total, a fuller proposal should be sent with this form. Also, if your application is for all or part of new or existing post(s), please enclose a copy of the relevant job description(s) including the salary level.

In order to provide the right information, please refer to guidance note 15 before completing this section.

The Eye Music Older Londoners Colour/Music project aims to improve life-quality for Older Londoners with Dementia and Alzheimers. We also aim to help these people lead healthier and more active lives through active participation in music-making.

BACKGROUND

In 2007 we were successful in bidding to City Bridge Trust and Arts Council England to build a new "mobile" Colourscape - designed to take our unique colour and music workshops directly to Special Needs schools across London. The three-year City Bridge grant also helped lever additional funds from London Councils increasing numbers of workshops to 18 London boroughs across three years. These workshops were a great success thanks to the new Colourscape - able to be installed quickly on school sites so that every disabled child took part - extensive colour/light areas and dedicated music area.

This programme continues with funding from new charities and foundations.

DEVELOPMENT OF OUR COLOUR/MUSIC PROGRAMME FOR OLDER LONDONERS

We have been encouraged to look at developing our work to a new group of needy Londoners - those with various forms of Dementia and Frailty - through meetings with care-home providers who have seen our successful colour/music work.

We believe that every person should be fully active in their expression and enjoyment of the arts at every time of their life. Those with Dementia have been shown to greatly benefit from colour and music.

To assess whether our Special Needs programme would transfer to Older People with Dementia we ran a development and research programme during Autumn 2011 to see how we needed to change and adapt our work to suit these participants.

We ran three trials funded through our own reserves:

1. A full day of Colourscape and music workshops
2. A week of computer music and sensor workshops with final concert
3. A week of computer-music and our new colour Sensory Space

Full trial results are in our detailed Project Proposal. Briefly, we found Colourscape difficult due to lack of open space near care homes. Our computer-music programme was very successful - but the most successful research stage was development of a new computer-controlled colour/light/music environment - flexible and installed within any care home where all specialist help is on hand.

THE FULL PROGRAMME

As a result of our detailed research we propose to build a new kind of colour/music Sensory Space. This can be installed in a care home or any environment where older people with Dementia can experience it. The new Sensory Space is constructed from fabric screens with supports and can be moulded into any room or inside space. LED primary-coloured lights are controlled by infra-red sensors and iPads to mix all the colours of the rainbow. These also control music. The whole experience is of an creative artistic-musical space controlled by the Older People themselves. The participants create and control their own music using themes with Reminiscence. At the end of the workshop period we stage a concert in the Care Home for relatives and other residents to increase self-esteem and value.

OUR OBJECTIVES -

- * INCREASING QUALITY OF LIFE *Outcomes - In each year we present one Colourscape workshop day and 8 full weeks of Sensory-Space workshops in London care homes providing new experiences.
- * SELF-ESTEEM. *Outcomes - We present final concerts for relatives and carers.
- * WELL-BEING *Outcomes - Monitoring by carers on greater mobility - better sleep etc.
- * CREATIVITY *Outcomes - new compositions created by participants - assessed by carers.

Eye Music is the most experienced organisation working in this unique field and best placed to present this project

FULL DETAILS IN OUR ATTACHED PROJECT PROPOSAL

16. Explain how you will monitor and evaluate both your own outcomes and those of the programme under which you are applying.

We always ask our participating organisations and beneficiaries to complete evaluations which are quantitative and qualitative. This process has already started with extensive and specific evaluations of our research and development stage. The Alzheimers specialist at Rubens House gave very specific evaluation which has helped us to shape the proposed new structure. This evaluation has been both practical and helped us to see the real benefits to the participants.

Positive comments from specialists involved include:

"One person with severe sight loss, was caught up in the atmosphere and was waving her hands around. She looked like she didn't have an impairment at all. It liberated her"

"It was fantastic for relatives to see a performance at the end of the week which was completed by all"

Resident's comment "I do not feel tormented any more"

A sense of calmness has been reported continuing after the project ended.

17. Beneficiaries

How many people will benefit from the grant per year?

700

In which local authority is your organisation based?

Croydon

Which borough(s) of Greater London will benefit from this grant?
(if more than one, please give % for each)

We will expect to be running the project in at least 6 boroughs annually (c.50% of London boroughs benefitting by project-end).

At what address will the activity be located?

In Dementia care homes. Colourscape workshops in grounds - Sensory Space within care-homes.

What age group will benefit? **Over 60**

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

	%		%
White - British		Black - Caribbean	
White - Irish		Black - African	
White - Other (please describe)		Black - Other (please describe)	
Asian - Indian		Black - British	
Asian - Pakistani		Chinese	
Asian - Bangladeshi			
Asian - Other (please describe)		Other (please describe)	
Open to everyone			100

What proportion of the beneficiaries will be disabled people?

100%

18. Funding required for the project

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

(List main expenditure headings and amounts)

Expenditure heading	Year 1 £	Year 2 £	Year 3 £	Total £
Physical Installation design and build - CAPITAL	7,540			7,540
Purchase of computer software (writing, lights, sensors) CAPITAL	16,316			16,316
Colourscape seating - CAPITAL	200			200
Project management (capital element) - 12.5% - CAPITAL	3,000			3,000
One day Colourscape workshop	3,450	3,450	3,450	10,350
Through The Looking Glass workshops - 3 weeks	9,450			9,450
Through The Looking Glass workshops - 8 weeks		25,200	25,200	50,400
Note: Full cost breakdown of the above items are included in the detailed project proposal				
TOTAL	39,956	28,650	28,650	97,256

What income has already been raised? (List amounts and main sources)

Source	Year 1 £	Year 2 £	Year 3 £	Total £
Arts Council England NPO grant	3,700	3,000	3,000	9,700
TOTAL	3,700	3,000	3,000	9,700

What other funders are currently considering the proposal?

Funder	£
TOTAL	

19. Funding requested from the Trust

How much is requested from the Trust? (List main expenditure headings and amounts)

Expenditure heading	Year 1 £	Year 2 £	Year 3 £	Total £
Capital expenditure detailed above	27,056			27,056
One day Colourscape workshop	3,450	3,450	3,450	10,350
Through The Looking Glass workshops	5,750	22,200	22,200	50,150
TOTAL	36,256	25,650	25,650	87,556

20. Funding requested from the Trust (continued)

When will the funding be required?

30/11/2012

Is the activity to continue beyond the period for which funding is requested?

If so, how will it be resourced?

Eye Music Trust has been very successful at raising funds to continue projects. Our Special Needs project funded by City Bridge has raised continuation funds from Aiming High, ACE and various foundations. During the three-year Older Londoners' programme we will research new funds to establish similar continuation.

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

No planning or other consents are required.

Declaration on behalf of applicant organisation


I, SIRUN DESORGHER (your name)

am an authorised representative of

EYE MUSIC TRUST (your organisation)

within which I am PROJECTS DIRECTOR (your position)

To the best of my knowledge, all the information that I have provided in this application form is correct

Signature  Date 10-7-12

Return the completed form to: **The City Bridge Trust**
City of London
PO Box 270
Guildhall
London EC2P 2EJ

Please

- do not send this application by fax or e-mail – unless applying online, applications must be posted to the Trust
- do send the information in the checklist – if items are missing, your application will be returned to you
- do send only the information in the checklist – if further information is required, we will contact you
- do ensure you have signed and dated this form – we cannot accept forms which have not been signed and dated
- do use the correct postage – the completed form and additional materials are likely to exceed 100g in weight

ASSESSMENT CATEGORY - Older Londoners**Hackney Caribbean Elderly Organisation****Ref: 11311****Adv: John Merivale****Amount requested: £37,775****Base: Hackney****{Revised request: £53,145}****Benefit: Hackney**

Purpose of grant request: Our project is focused on providing a Memory Group service for elderly people with Dementia operating every Friday from 9am - 2pm.

Background

Hackney Caribbean Elderly Organisation (HCEO), provides a variety of social and cultural activities and health support. It operates three days a week from a building in Stoke Newington which it rents from the local authority and shares with an organisation providing for the Asian community. Specific activities include an Advocacy and Outreach project, morning exercise classes, health advice, outings and events, and a lunch club.

Funding History

None.

Current Application

HCEO ran a memory project in partnership with the Alzheimer's Society, for two years from March 2010, with funding from the Primary Care Trust. This funding has now ceased, and HCEO wishes to re-start the project.

The need for this project arises from the high number of Caribbean elders in Hackney – around 4,000 – many of whom arrived as young people in the wave of immigration that began with the Windrush in 1948. For reasons unknown, the prevalence of Dementia appears to be higher among the African-Caribbean population and around 1,200 people are believed to be affected. Moreover, some of this community find it difficult to engage with mainstream services and some may be ostracised by their own families.

The project would include reminiscence work facilitated by a specialist from the Alzheimer's Society, along with information about the medical and psycho-social aspects of Dementia – the intention being to assist families and carers as much as the elders themselves. HCEO expects to be able to track the results of the work through questionnaires and conversational feedback.

HCEO requested funding for two years only, because this would match the period of other funding for the project secured from Lloyds TSB

Foundation, and it was anxious over asking for more. Your officer advised that a request for three years would be reasonable in this case – hence the revised request, included as Appendix A.

Financial Observations

HCEO is supported by the local authority, Lottery funds, other charitable foundations, and member subscriptions. It carries a modest team of only one full-time and two part-time staff. In the current climate of scarce funding, the Chairperson has been filling the role of Chief Officer on a voluntary basis, while the organisation expects to adjust its financial planning in line with new local authority commissioning arrangements.

In the year ending 31st March 2012 a surplus of £8,400 (5.4% of turnover) was achieved. It has produced a balanced budget for the 2012/2013 financial year.

Free unrestricted reserves held at 31st March 2012 equate to 2.8 months' expenditure. HCEO has not explicitly stated a reserves policy in its accounts, but has agreed to clarify this in accounts for future years.

Should you agree a grant today, it is recommended this be subject to sight of a satisfactory budget for the year 2013-14.

Officer's Appraisal

It is clear that HCEO is well embedded in its local community, has a good understanding of the problems of Dementia, and is well placed to deliver this work – which has additional support from the Alzheimer's Society. The organisation has submitted a revised request covering three years and which is detailed at Appendix A.

Recommendation

£53,150 over three years (£15,000; £18,800; £19,350) for a project to address Dementia among the African-Caribbean community, subject to sight of a satisfactory organisational budget for the financial year 2013 -14.



The City Bridge Trust

Charity Registration Number: 1035628

Working with Londoners: Application for a grant

Please read the guidance notes before completing this form

Reference:
(office use only)

11311

Date Received:

23 July 12

Programme
Area: 5

1. About your organisation

Name of organisation applying for grant: Hackney Caribbean Elderly Organisation	
If the organisation is part of a larger organisation, what is its name?	
Address for correspondence 39 Leswin Road, Stoke Newington, London	
Postcode: N16 7NX Is this your home address? Yes	
Contact person: Mr Victor McAllister	Position: Chairperson
Phone: 0207 923 3536	Fax: 0207 923 3536
E-mail: hackneycaribbean@btconnect.com	
Website: www.hceo.org.uk	
Legal status of organisation: Registered Charity	
If registered, please give charity number: 1057603	
Year and month organisation established: May 1985	

2. Request for funds

Under which of the Trust's themes are you applying (see our website or brochure for further details)? Older Londoners
Purpose for which funds are requested: (25 words maximum) Our project is focused on providing a Memory Group service for elderly people with Dementia operating every Friday from 9am - 2pm.
How much funding is requested? Year 1: £14700 Year 2: £23075 Year 3: £ Total: £37775

3. Aims of your organisation

Hackney Caribbean Elderly Organisation (HCEO) is a Day Service provided for Caribbean Elders residing in Hackney which runs on Tuesdays, Wednesdays and Thursdays. Established 25 years ago HCEO provides a variety of social and cultural activities as well as health support. HCEO aims to raise the standard of life of some of the borough's most 'hard to reach' Senior Citizens and does so in a professional manner, providing an empowering and safe environment. It is through access to HCEO services that many users are able to address challenges in their lives and continue living independently. HCEO is currently experiencing higher demand for its services and is striving to respond to that demand.

4. Main activities of your organisation

We supply a Luncheon Service for our members via a Hackney Council contract for the past eighteen years. We also run an Advocacy and Outreach Project which has been of great help to many of our members which includes such services as Welfare Rights Information and House Bound Visits. In addition we provide morning exercise classes for the chair-bound on Tuesdays and Thursdays, exercise for the mobile in partnership with Hackney Community College on Wednesdays, an Arts and Crafts Workshop every Wednesday afternoon, regular Day Trips, an Annual Holiday, regular Blood Pressure Checks and Discussion workshops in partnership with various other organisations including Social Action for Health, Diabetes UK and BEMWG.

5. Number of staff

Full-time	Part-time	Management committee members	Active volunteers
1	2	6	12

6. How do you support your volunteers?

By providing induction training, a volunteer manual, volunteers meetings and supervision, plus additional individual support such as assistance with c.v. writing, college materials and experience.

7. Property occupied by your organisation

Is the main property owned or leased/rented by your organisation?	If leased/rented, how long is the outstanding lease/rental agreement?
Leased	Currently being renewed

8. Finance

From your most recent audited or independently examined accounts, complete the following:

Financial year ended -

Month: **March**

Year: **2012**

Income received from:	£
Voluntary income	113,211
Activities for generating funds	16,585
Investment income	3,262
Income from charitable activities	21,638
Other sources	750
Total Income	155,446

Expenditure:	£
Charitable activities	143,827
Governance costs	3,219
Cost of generating funds	
Other	
Total Expenditure	147,046
(Deficit)/surplus for the year:	8,400

Asset position at year end	£
Fixed assets	2,360
Investments	
Net current assets	36,495
Long-term liabilities	
*Total A	38,855

Reserves at year end	£
Endowment funds	
Restricted funds	5,114
Unrestricted funds	33,741
*Total B	38,855

* Total A and Total B must be the same and should be taken from your balance sheet

9. Statutory funding

For the financial year above, what % of your income was from statutory sources?
43%

10. Material changes

Describe any material changes to the organisation's activities, structure or financial position since the date of the most recent accounts:

N/A

11. Previous applications to the Trust

Have you applied to the Trust before? If so, please give details:					<input checked="" type="checkbox"/>
Month/Year: -	/ -	Ref:	Grant received: £	OR application rejected	<input type="checkbox"/>
Month/Year: -	/ -	Ref:	Grant received: £	OR application rejected	<input type="checkbox"/>
Month/Year: -	/ -	Ref:	Grant received: £	OR application rejected	<input type="checkbox"/>

12. Previous funding received

Funding received by your organisation from the following sources during the last **THREE** years:
(i) City of London (other than the City Bridge Trust) **(ii)** London boroughs **(iii)** London Councils (formerly ALG)
(iv) Health authorities **(v)** Central government departments **(vi)** Other statutory bodies (e.g. Housing Corporation, Arts Council) - List source, years and annual amounts:

	Year: 2009	Year: 2010	Year: 2011
(i) LBH Contract			£66,960
(ii) Big Lottery Fund			£10,390
(iii)			
(iv)			
(v)			
(vi)			

13. Previous grants received

Grants received by your organisation from charitable trusts and foundations (other than the City Bridge Trust) during the last **TWO** years. List source, years and annual amounts:

	Year: 2010	Year: 2011
Zurich Community Trust		£1,149
Lloyds TSB Foundation		£25,000

14. What steps is your organisation taking to reduce its carbon footprint?

Double-sided printing, viewing on screen as opposed to printing wherever possible, using resources (electricity, gas etc.) only when needed and recycling wherever possible.

15. Purpose

Complete this section whatever the amount of grant requested. **In addition**, if the request is for £25,000 or more in total, a fuller proposal should be sent with this form. Also, if your application is for all or part of new or existing post(s), please enclose a copy of the relevant job description(s) including the salary level.

In order to provide the right information, please refer to guidance note 15 before completing this section.

HCEO has three specialised departments that work to serve the needs of our service users. These are Advocacy and Outreach, Day Services and Mental Well-being. The Mental Well-being department operated a Memory Group service for the elderly with Dementia and their carers. It was started in partnership with the Alzheimer's Society at the end of March 2010 with twice a month sessions. This was reduced to a once a month session in March 2011. Unfortunately this funding has now ceased.

More and more of the Windrush (1948) and post-Windrush migrants are now presenting with Dementia. The Caribbean population of Hackney represents fifteen per cent of the population and hence the increase in the numbers presenting with Dementia. Traditionally the majority of Caribbean elders do not engage with the mainstream services due to fear of not being understood and their previous negative experiences of engagement with these services. This leads to isolation and increased health problems. This is even more acute for those with Dementia as they can also be ostracised by their own family and community.

The Social Care Research Unit research states that 1.4% of 64-69 year olds, 4.1% of 70-74 year olds, 5.7% of 75-79 year olds, 13% of 80-84 year olds and 21.1% of those who are 85 and above have Dementia. There are approximately 4000 Caribbean elders in Hackney. This therefore approximates to 1200 Caribbean elders with Dementia in Hackney. (using 2001 Census Statistics)

The current statutory process is a 12 week diagnosis and re-ablement period before being assigned to a Social Worker. This project aims to provide a 4-6 month period to help the person with dementia and their family and/or carers to come to terms with the condition and to develop a support plan to enable engagement with their local community and thereby the wider society. It will also provide a twice a month day service for those people who are past this stage and are unable to gain acceptance in other centres.

The project will provide information about the medical and psychosocial aspects of Dementia to emphasise the importance of speaking openly about problems. The recognition of the individual's problems and social acceptance is essential in this. Therefore the project will promote social inclusion for elders with Dementia by preventing them from becoming isolated.

The project would operate on Fridays with a different group of up to 20 being accommodated on different Fridays of the month equating to approximately 80 per month. Therefore group A would attend on the first Friday of the month, group B on the second Friday of the month, and so on. Two Fridays a month would focus on the newly diagnosed i.e. just out of their 12 week diagnosis and re-ablement. The other two Fridays would focus more on those that have had a 4-6 month support period with the project but have not been able to gain a placement as yet in a day service.

Our funding request is to cover the cost of the project except the Project Co-ordinator, Session Facilitator, Volunteer expenses and Training in the first year and part of the Project Co-ordinator salary in the second year. The Project Co-ordinator (part-time - Thursdays and Fridays) will co-ordinate the activities required to operate the project. These include managing the relationship with external agencies, suppliers and clients as well as being responsible for developing and managing each session.

16. Explain how you will monitor and evaluate both your own outcomes and those of the programme under which you are applying.

- We will track the number of volunteers recruited each year and through questionnaires and 1-1 interviews we will measure their increased levels of skills and confidence.
- We will monitor the number of clients using our service and feedback from our clients will show that they feel they have improved access to support.
- We will provide before-and-after questionnaires to enable the monitoring of improvements for our service users.
- We will make records of observations made by volunteers, facilitators and the Project Co-ordinator of service users.
- Notes will be made of review by the project staff and visiting consultants of service user's progress.
- The project will also be part of the HCEO monitoring and evaluation program that is reported to the management committee every six weeks and in our Annual Report submitted to stakeholders, funders and the Charity Commission.

17. Beneficiaries

How many people will benefit from the grant per year? 200			
In which local authority is your organisation based? Hackney			
Which borough(s) of Greater London will benefit from this grant? (if more than one, please give % for each) Hackney			
At what address will the activity be located? 39 Leswin Road, Stoke Newington, London, N16 7NX			
What age group will benefit? 60+			
What will the ethnic grouping(s) of the beneficiaries be?			
	%		%
White - British		Black - Caribbean	95
White - Irish		Black - African	5
White - Other (please describe)		Black - Other (please describe)	
Asian - Indian		Black - British	
Asian - Pakistani		Chinese	
Asian - Bangladeshi			
Asian - Other (please describe)		Other (please describe)	
Open to everyone			Yes
What proportion of the beneficiaries will be disabled people? 40%			

18. Funding required for the project

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

(List main expenditure headings and amounts)

Expenditure heading	Year 1 £	Year 2 £	Year 3 £	Total £
Salary Project Co-ordinator	12320	12320		24640
Session Facilitator (2hrs @ £15.50ph)	1550	1550		3100
Volunteers expenses	2500	2500		5000
Training at £100 per person per session	600	200		800
Food (£80 per session)	4000	4200		8200
Recruitment	500	500		1000
Transport with HCT	6200	6510		12710
Administration and Management	2500	2625		5125
Venue Hire (£15ph)	1500	1500		3000
TOTAL	31670	31905		63575

What income has already been raised?

(List amounts and main sources)

Source	Year 1 £	Year 2 £	Year 3 £	Total £
Zurich Community Trust	1149			
Lloyds TSB Foundation	25000			
TOTAL				

What other funders are currently considering the proposal?

The Sobell Foundation, The Morris Charitable Trust, The Fuserna Foundation, The Tudor Trust, The Garfield Weston Foundation and The Childwick Trust.

19. Funding requested from the Trust


How much is requested from the Trust? (List main expenditure headings and amounts)

Expenditure heading	Year 1 £	Year 2 £	Year 3 £	Total £
Salary Project Co-ordinator	0	3690		3690
Session Facilitator (2hrs @ £15.50ph)	0	1550		1550
Volunteers expenses	0	2500		2500
Training at £100 per person per session	0	0		0
Food (£80 per session)	4000	4200		8200
Recruitment	500	500		1000
Transport with HCT	6200	651		12710
Administration and Management	2500	2625		5125
Venue Hire (£15ph)	1500	1500		3000
TOTAL	14700	23075		37775

20. Funding requested from the Trust (continued)

When will the funding be required? As soon as possible
Is the activity to continue beyond the period for which funding is requested? If so, how will it be resourced? Yes, via donations and funding applications
If any planning or other statutory consents are required for the project to proceed, what stage have the applications reached? N/A

Declaration on behalf of applicant organisation

I, Victor McAllister (your name)
am an authorised representative of
Hackney Caribbean Elderly Organisation (your organisation)
within which I am Chairperson (your position)
To the best of my knowledge, all the information that I have provided in this application form is correct
Signature 
Date 20/07/12

Return the completed form to: **The City Bridge Trust**
City of London
PO Box 270
Guildhall
London EC2P 2EJ

Please

- **do not send this application by fax or e-mail** – unless applying online, applications must be posted to the Trust
- **do send the information in the checklist** – if items are missing, your application will be returned to you
- **do send only the information in the checklist** – if further information is required, we will contact you
- **do ensure you have signed and dated this form** – we cannot accept forms which have not been signed and dated
- **do use the correct postage** – the completed form and additional materials are likely to exceed 100g in weight

18. Funding required for the project

Appendix A: Revised request

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

(List main expenditure headings and amounts)

Expenditure heading	Year 1 £	Year 2 £	Year 3 £	Total £
Salary Project Co-ordinator	12,320	12,320	12,320	36,960
Session facilitator (2 hrs @ £15.50)	1,550	1,550	1,550	4,650
Volunteers' expenses	2,500	2,500	2,500	7,500
Training at £100 per person per session	600	200	200	1,000
Food (£80 per session)	4,000	4,100	4,200	12,300
Recruitment	500	0	0	500
Transport with HCT	6,200	6,510	6,800	19,510
Administration and Management	2,500	2,625	2,750	7,875
Venue Hire (£15 ph)	1,500	1,500	1,500	4,500
TOTAL	31,670	31,305	31,820	94,795

What income has already been raised?

(List amounts and main sources)

Source	Year 1 £	Year 2 £	Year 3 £	Total
Zurich Community Trust	1,150			1,150
Lloyds TSB Foundation	12,500	12,500		25,000
Garfield Weston	3,000			
TOTAL	16,650	12,500		29,150

What other funders are currently considering the proposal?

Applications to: Sobell Foundation, Morris Charitable Trust, Fuserna Foundation, Tudor Trust, Childwick Trust – but without success.

19. Funding requested from the Trust

How much is requested from the Trust? (List main expenditure headings and amounts)

Expenditure heading	Year 1 £	Year 2 £	Year 3 £	Total £
Salary Project Co-ordinator	1,770	0	0	1,770
Session facilitator (2 hrs @ £15.50)	1,550	1,550	1,550	4,650
Volunteers' expenses	0	2,320	2,320	4,640
Training at £100 per person per session	0	200	200	400
Food (£80 per session)	4,000	4,100	4,200	4,300
Recruitment	500	0	0	500
Transport with HCT	3,200	6,510	6,800	16,510
Administration and Management	2,500	2,625	2,750	7,875
Venue Hire	1,500	1,500	1,500	4,500
TOTAL	15,020	18,805	19,320	53,145

ASSESSMENT CATEGORY - Positive Transitions to Independent Living

National Autistic Society

Ref: 11252

Amount requested: £97,000

Adv: Jenny Field

Base: Islington

Benefit: Several London boroughs

Purpose of grant request: To help young people with autism during their transition from school into adulthood.

Background

Established in 1962, National Autistic Society (NAS) is the UK's largest charity for people living with autism. It has 20,000 members, 100 volunteer branches and supports over 100,000 people each year through its helplines, schools and community services.

Funding History

You have funded NAS on several previous occasions. In November 2003 you awarded a grant of £180,000 over three years towards work to encourage take up of services by families from BME communities. You awarded a further grant of £150,000 over three years in February 2008 towards a training programme for parents. This grant came to an end in March 2011 and has been satisfactorily monitored.

Current Application

Funding is requested to enable NAS to help young people with autism during the transition from school into adulthood, as a two year pilot. According to NAS's needs analysis, only 53% of young people are given a transition plan during their education and adult social services were involved in just 17% of cases. Young people with autism are rarely involved in the process with many reporting that they had not expressed their opinions because they did not understand many of the questions asked of them. As a result of poor transition planning, many young people with autism fail to reach their true potential. Only 15% of adults are in full-time employment and 40% live with their parents. Fewer than 1 in 4 young people with autism continue their education beyond school while 61% of adults rely on their families for financial support.

It is proposed to establish the pilot in Sybil Elgar School, one of six specialist schools run by NAS across the UK. Based in Ealing, its students are drawn from across London. It offers primary, secondary and further education, as well as residential care. The approach would then be rolled

out to all NAS schools nationally and would be offered to other education providers catering for young people on the autistic spectrum.

In each of the two years, 70 young people with autism, aged 14 – 19 years, will be supported in the development of their transition plans that will increase their access to education, training and employment opportunities. 10 volunteers will be recruited and trained as Transition Advocates to support families and young people through the transition by offering one to one support for up to a year. A wide range of resources and information will be developed as an education transition toolkit for families. The pilot will be overseen by an advisory group with representatives from organisations working with young people on the autistic spectrum and young people with autism and their carers.

Financial Observations

The financial information provided in Question 8 of the application form is from the audited accounts for the year ended 31st March 2012. The surplus of £5.3m for the year represents 5.8% of turnover.

NAS's trustees have agreed a reserve policy which aims to hold £7m as a risk reserve and a further £1m as a designated local authority pension scheme reserve. In line with this policy, a risk reserve of 6.8m and a designated pension scheme fund of £1.0m were held at 31st March 2012. The latest forecast for the current year to 31st March 2013 projects a surplus of £1.9m (2.1% of turnover).

Officer's Appraisal

As the UK's largest charity for people living with autism, NAS is well positioned to implement this important project. During the assessment meeting, it was acknowledged that at the end of two years, NAS might not be fully in a position to roll the programme out nationally, and it may therefore approach the Trust for a third and final year's contribution, depending on the progress made with the pilot. In the assessment meeting, your assessing officer also explained that in the case of large charities such as NAS, your current policy is to fund 50% of the total project costs. As a result, NAS has prepared a revised Question 19 based on this criteria and this is provided at Appendix A.

Recommendation

£81,000 over two years (43,500; £37,500) for the salary of a Transitions Support Co-ordinator and some running costs of a pilot project helping young people make the transition from school to adulthood.



The City Bridge Trust

Charity Registration Number: 1035628

Working with Londoners: Application for a grant

Please read the guidance notes before completing this form

Reference:
(office use only)

11252

Date Received:

14/06/2012

Programme
Area:

06

1. About your organisation

Name of organisation applying for grant: National Autistic Society	
If the organisation is part of a larger organisation, what is its name?	
Address for correspondence: 393 City Road London	
Postcode: EC1V 1NG Is this your home address? No	
Contact person: Ms Nikki Rummer	Position: Senior Trusts Officer
Phone: 020 7923 5766	Fax:
E-mail: nikki.rummer@nas.org.uk	
Website: http://www.autism.org.uk	
Legal status of organisation: Registered Charity	
If registered, please give charity number: 269425	
Date organisation established: 17/05/1962	

10 JUN 2012
MH

2. Request for funds

Under which of the Trust's themes are you applying (see our website or brochure for further details)? Positive Transitions to Independent Living
Purpose for which funds are requested: (25 words maximum) To help young people with autism during their transition from school into adulthood.
How much funding is requested? Year 1: £50,000 Year 2: £47,000 Year 3: £0 Total: £97,000

3. Aims of your organisation

The National Autistic Society provides help and support to people with autism. We seek to reduce the social isolation and exclusion experienced by children, adults and families affected by autism. By providing specialist education, training and support, we empower people and families living with autism to increase their independence and choice throughout their lives.

We aim to:

- **Provide** outstanding, person-centred education and training to people with autism, through every stage of their life
- **Connect** people, families and professionals affected by autism, to share their experiences and learning
- **Improve** access to up-to-date information, advice and support
- **Change policy** to reflect and meet the needs and aspirations of people with autism and their families, at a local and national level

Autism is complicated and can challenge us all. But 50 years of living with autism has given us a strong level of understanding. Our work is grounded in our extensive experience of front-line delivery, research and the voices of people with autism.

4. Main activities of your organisation

The National Autistic Society is the UK's largest charity for people living with autism. We have 20,000 members, 100 volunteer branches, and support over 100,000 people each year through our helplines, schools and community services.

We provide tangible benefits: including education in a child's early years through to employment opportunities and emotional support as they grow older.

But we aspire to much more. By training professionals and partnering with local authorities, we improve people's understanding of autism throughout whole regions. We work with teachers, health professionals and volunteers to create networks of care and support.

A selection of our projects:

Helpline -- we receive 64,000 enquiries on our helpline every year. We give an average of 20mins to each parent, social worker or adult with autism who we reach.

Befriending -- Our volunteer befrienders give a few hours of their time each week to help over 200 families each year.

Schools - We run six autism-specialist schools across the UK and we work closely with local authorities to improve mainstream education for children with autism.

5. Number of staff

Full-time	Part-time	Management committee members	Active volunteers
1,906	1,511	11	1,000

6. How do you support your volunteers?

Volunteers receive on-going support over the phone, email and meetings with project coordinators to help them engage and support people with autism. Volunteers are further recognised through our Awesome For Autism awards scheme and Community magazine. We are currently working towards Investors in Volunteers status.

7. Property occupied by your organisation

Is the main property owned or leased/rented by your organisation?	If leased/rented, how long is the outstanding lease/rental agreement?
Leased	Approximately 9 years

8. Finance

From your most recent audited or independently examined accounts, complete the following:

Financial year ended - **Month: March**

Year: 2012

Income received from:	£
Voluntary income	7,955,000
Activities for generating funds	226,000
Investment income	155,000
Income from charitable activities	82,111,000
Other sources	41,000
Total Income	90,488,000

Expenditure:	£
Charitable activities	82,590,000
Governance costs	377,000
Cost of generating funds	2,258,000
Other	0
Total Expenditure:	85,225,000
(Deficit)/surplus for the year:	5,263,000

Asset position at year end:	£
Fixed assets	22,812,000
Investments	0
Net current assets (liabilities)	16,087,000
Long-term liabilities	-13,375,000
*Total A:	25,524,000

Reserves at year end:	£
Endowment funds	0
Restricted funds	4,987,000
Unrestricted funds	20,537,000
*Total B:	25,524,000

* Total A and Total B must be the same and should be taken from your balance sheet

9. Statutory funding

For the financial year above, what % of your income was from statutory sources?
90%

10. Material changes

Describe any material changes to the organisation's activities, structure or financial position since the date of the most recent accounts:

None

11. Previous applications to the Trust

Have you applied to the Trust before? If so, please give details:							
Month/Year:	11/07	Ref:	8696	Grant received:	£150,000	OR application rejected?	No
Month/Year:	08/03	Ref:	4125	Grant received:	£180,000	OR application rejected?	No
Month/Year:	09/01	Ref:	1911	Grant received:	£90,000	OR application rejected?	No

12. Previous funding received

Funding received by your organisation from the following sources during the last THREE years: (i) City of London (other than the City Bridge Trust) (ii) London boroughs (iii) London Councils (formerly ALG) (iv) Health authorities (v) Central government departments (vi) Other statutory bodies (e.g. Housing Corporation, Arts Council) - List source, years and annual amounts:				
		Year: 2009	Year: 2010	Year: 2011
(i)	Haberdashers Company The Mercers' Company Charitable Foundation	10,000	10,000	10,000
(ii)	London Borough of Ealing London Borough of Brent London Borough of Hammersmith & Fulham	1,063,946 1,196,535 307,350	1,068,400 1,700,862 376,227	1,089,433 1,864,356 391,663
(iii)				
(iv)				
(v)	Department of Health Department for Education	75,786 110,283	137,799 68,355	55,731
(vi)	Welsh Government The Parenting Fund	52,000 160,289	53,396 103,850	54,000 85,458

13. Previous grants received

Grants received by your organisation from charitable trusts and foundations (other than the City Bridge Trust) during the last TWO years. List source, years and annual amounts:		
	Year: 2010	Year: 2011
Sir Jules Thorn Charitable Trust	100,000	
The Wolfson Foundation	60,000	
Garfield Weston	50,000	
The Bailey Thomas Charitable Fund		50,000
The Three Guineas Trust	45,000	45,000
354 grants less than £40k	305,713	270,910

14. What steps is your organisation taking to reduce its carbon footprint?

In line with our environment policy, we aim to reduce waste and prevent pollution during the course of our work. Practical steps include: reducing travel by using online and telephone conference facilities to conduct meetings between stakeholders over large geographical areas; encouraging staff to shut down PCs and monitors instead of leaving them on standby; discouraging unnecessary printing; and encouraging cycling and walking to work.

15. Purpose

Complete this section whatever the amount of grant requested. **In addition**, if the request is for £25,000 or more in total, a fuller proposal should be sent with this form. Also, if your application is for all or part of new or existing post(s), please enclose a copy of the relevant job description(s) including the salary level.

In order to provide the right information, please refer to guidance note 15 before completing this section.

The need

The National Autistic Society has identified inadequate support for students with autism leaving secondary school:

- Children are not receiving transition plans: only 53% of young people are issued with transition plans during their education.
- Lack of engagement by local authorities: adult social services were involved in transition planning in just 17% of cases.
- Inadequate involvement of young people with autism: People with autism tell us they fail to express their true thoughts because they do not understand the meaning of questions asked.

As a result of poor transition planning, many young people fail to realise their potential: only 15% of adults with autism are in full time employment and 40% live with their parents

How the work will be delivered

The project will empower children with autism and their parents to navigate the transitions process:

1. 1-to-1 Volunteer Advocates will 'buddy' with young people to identify needs and aspirations as they prepare to leave school. They will inform parents of their rights and help them liaise with local authorities.
2. Involving teachers and local authorities: project staff will bridge gaps in communication, smoothing the transition from children's services to adult social care
3. Helpline service: New transitions information packs and tailored advice for parents and carers will be provided to callers.

We will pilot the project over two years in our Sybil Elgar school, Ealing. We aim to replicate the programme in future periods to our schools nationwide and to support teachers in mainstream schools across the UK.

Objectives

1. 70 young people with autism, aged 14-19, will receive timely transition plans, increasing access to education, training and employment opportunities and autism-specific services
2. The parents of 70 young people will be reached by volunteer advocates and information packs, increasing awareness of benefits and entitlements.
3. 70 young people will be included in decision-making about transition plans, increasing confidence and ability to manage change-related anxiety
4. 490 parents will become more informed of transitions support through their use of the helpline

Why we are the right organisation

Sybil Elgar School is one of six specialist schools run by the National Autistic Society across the UK. We also provide specialist adult services, catering for all levels of need, from 'light-touch' social groups to 24-hour residential care. With this breadth of experience, we can leverage a meaningful dialogue between children's services and adult social care/further education during transition. We understand the challenges faced by young people, parents, teachers and local authorities and we bring the expertise to pull these players together to produce inclusive transition plans for each child with autism.

Our strong partnerships with local authorities, decision makers and autism organisations enable us to share learning and influence wider practice. Our collaborators include Autism Education Trust, All-Party Parliamentary Group on Autism and Autism Research Reference Group, York University.

Positive Transitions to Independent Living

1. Disabled people report increased choice and control

By spending time with each young person, volunteers will develop trust and understanding to meaningfully involve their 'young buddy' in transition planning, increasing their choice and control over their futures.

2. Young disabled people take up opportunities

Young people and parents will receive tailored support for accessing employment, third-tier education, housing and social groups.

Principles of Good Practice

Involving service users: As a membership organisation, people with autism are involved in planning, delivering and evaluating our projects

Valuing diversity: In line with our equal opportunities policy, we recruit volunteers from underrepresented groups including BME and young people. We hold the Two Ticks Disability Symbol and have held Investors in People status since 2001.

16. Explain how you will monitor and evaluate both your own outcomes and those of the programme under which you are applying.

Outcome 1 -- Timely transition plans: Records about the development of transition plans will be kept by the project coordinator, in collaboration with teachers and local authority officials

Outcome 2 -- Increasing parents' awareness: Families will be asked to complete feedback forms following their involvement in the project

Outcome 3 -- Increasing young people's confidence and ability to manage anxiety: Monitoring & feedback forms will be completed by young people with autism and/or volunteers to assess change

Outcome 4 - Informing via our helpline/rights service: Interviews with a sample of callers

Trust priority -- Increased choice and control: Information about young people's needs and aspirations will be recorded in a new secure online case management database and evaluated to assess the support received

Trust priority -- Employment, education opportunities and positive choices: Longer-term impact will be measured by a follow-up contact one year after the student has left the school

17. Beneficiaries

How many people will benefit from the grant per year? 280			
In which local authority is your organisation based? Islington			
Which borough(s) of Greater London will benefit from this grant? (if more than one, please give % for each) Brent 16%; Camden 3%; Croydon 3%; Ealing 9%; Enfield 6%; Hackney 7%; Hammersmith & Fulham 5%; Haringey 8%; Harrow 8%; Hillingdon 5%; Hounslow 9%; Kensington & Chelsea 4%; Lambeth 8%; Richmond 3%; Westminster 6%			
At what address will the activity be located? Ealing (face-to-face work); Islington (helpline)			
What age group will benefit? over 11 years			
What will the ethnic grouping(s) of the beneficiaries be?			
	%		%
White - British	25	Black - Caribbean	4
White - Irish		Black - African	12
White - Other (please describe)		Black - Other (please describe)	
Any other white background	7	Other mixed	1
Asian - Indian	4	Black - British	
Asian - Pakistani	4	Chinese	
Asian - Bangladeshi	1		
Asian - Other (please describe)		Other (please describe)	
Any other Asian background	4	Choose not to say	38
			Open to everyone
What proportion of the beneficiaries will be disabled people? 100%			

18. Funding required for the project

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

(List main expenditure headings and amounts)

Expenditure heading	Year 1 £	Year 2 £	Year 3 £	Total £
Transitions Support Coordinator salary, NI and pension	32,574	33,452		66,026
Transitions Support Officer salary, NI and pension		24,070		24,070
Transitions Manager salary, NI, pension (17% of Managers' time to be spent on work in London)	9,077	9,167		18,244
Recruitment and training	1,750	1,250		3,000
Travel, Accommodation & Subsistance	2,800	2,800		5,600
Volunteer Expenses	2,000	6,000		8,000
New Online Case Management Database	8,000			8,000
Production of a transition resource	5,000			5,000
Mobile and dongle ipass	675	691		1,366
Postage, Printing and stationery	1,100	1,126		2,226
Equipment - Laptop and desktop computers for new workers; projector	2,100	1,800		3,900
Desk charges and support costs (IT, finance, HR)	4,725	12,384		17,109
TOTAL	69,801	92,740		162,541

What income has already been raised? (List amounts and main sources)

Source	Year 1 £	Year 2 £	Year 3 £	Total £
Major donors	19,801	15,199		35,000
Qualcomm		30,541		30,541
TOTAL	19,801	45,740		65,541

What other funders are currently considering the proposal?

Funder	£
TOTAL	

19. Funding requested from the Trust


How much is requested from the Trust? (List main expenditure headings and amounts)

Expenditure heading	Year 1 £	Year 2 £	Year 3 £	Total £
Transitions Support Coordinator salary, NI and pension	32,574	33,452		66,026
Recruitment and training	1,750	500		2,250
Travel, Accommodation & Subsistance	2,800	2,800		5,600
Volunteer Expenses	2,000	6,000		8,000
Desk charges and support costs (IT, finance, HR)	2,201	3,557		5,758
Mobile and dongle ipass	675	691		1,366
New Online Case Management Database	8,000			8,000
TOTAL	50,000	47,000		97,000

20. Funding requested from the Trust (continued)

When will the funding be required? 01/10/2012
Is the activity to continue beyond the period for which funding is requested? If so, how will it be resourced? Funding from City Bridge would support the first 2 years of a 3-year plan to deliver Transitions, starting in London followed by a nation-wide roll-out. For the third year we are seeking funding from a major donor who has already committed £35k towards the work and from variety of corporate funders and trusts.
If any planning or other statutory consents are required for the project to proceed, what stage have the applications reached? N/A

Declaration on behalf of applicant organisation

I, <u>ALASTAIR GRAHAM</u> (your name)
am an authorised representative of <u>THE NATIONAL ARTISTIC SOCIETY</u> (your organisation)
within which I am <u>DIRECTOR OF FUNDRAISING + MARKETING</u> (your position)
To the best of my knowledge, all the information that I have provided in this application form is correct
Signature <u></u> Date <u>14/06/2012</u>

Return the completed form to: The City Bridge Trust
City of London
PO Box 270
Guildhall
London EC2P 2EJ

Please

- do not send this application by fax or e-mail - unless applying online, applications must be posted to the Trust
- do send the information in the checklist - if items are missing, your application will be returned to you
- do send only the information in the checklist - if further information is required, we will contact you
- do ensure you have signed and dated this form - we cannot accept forms which have not been signed and dated
- do use the correct postage - the completed form and additional materials are likely to exceed 100g in weight

18. Funding required for the project

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

(List main expenditure headings and amounts)

Expenditure heading	Year 1 £	Year 2 £	Year 3 £	Total £
Transitions Support Coordinator salary, NI and pension	32,574	33,452		66,026
Transitions Support Officer salary, NI and pension		24,070		24,070
Transitions Manager salary, NI, pension (17% of Managers' time to be spent on work in London)	9,077	9,167		18,244
Recruitment and training	1,750	1,250		3,000
Travel, Accommodation & Subsistence	2,800	2,800		5,600
Volunteer Expenses	2,000	6,000		8,000
New Online Case Management Database	8,000			8,000
Production of a transition resource	5,000			5,000
Mobile and dongle ipass	675	691		1,366
Postage, Printing and stationery	1,100	1,126		2,226
Equipment - Laptop and desktop computers for new workers; projector	2,100	1,800		3,900
Desk charges and support costs (IT, finance, HR)	4,725	12,384		17,109
TOTAL	69,801	92,740		162,541

What income has already been raised? (List amounts and main sources)

Source	Year 1 £	Year 2 £	Year 3 £	Total £
Major donors	19,801	15,199		35,000
Qualcomm		30,541		30,541
TOTAL	19,801	45,740		65,541

What other funders are currently considering the proposal?

Funder	£
Major donors	15,850
TOTAL	15,850

19. Funding requested from the Trust

How much is requested from the Trust? (List main expenditure headings and amounts)

Expenditure heading	Year 1 £	Year 2 £	Year 3 £	Total £
Transitions Support Coordinator salary, NI and pension	32,574	33,452		66,026
Desk charges and support costs (IT, finance, HR)	2,201	3,557		5,758
Mobile and dongle ipass	675	691		1,366
New Online Case Management Database	8,000			8,000
TOTAL	43,450	37,700		81,150

ASSESSMENT CATEGORY - Positive Transitions to Independent Living

**Richmond Advice and Information on Disability (Richmond AID)
Amount requested: £71,880**

**Ref: 11345
Adv: Joan Millbank
Base: Richmond
Benefit: Richmond**

Purpose of grant request: To support young disabled people by developing a Travel Buddy Scheme so they can gain the skills and confidence to access activities and become more independent.

Background

Richmond AID (RAID) is a charity run by and for disabled people living in the borough of Richmond upon Thames. It works to them to have independent lives and to have the same opportunities as non-disabled people. RAID works with people of all ages and across a range of disabilities including physical and sensory, learning disabilities and mental ill health. Activities include: advice and fact-sheet information as well as website-based and specialist services for families of disabled children; benefit support service; an employment project working with disabled adults and employers to improve access to work placement, jobs, training and education; and a gardening service utilising volunteers.

RAID supports over 2,000 disabled people each year while its website attracted 20,492 visitors in 2011-12. Volunteers, including the trustees, provide over 6,500 hours of unpaid service per annum and make a significant contribution to RAID's capacity to reach its audience. Many volunteers are disabled and volunteering helps develop their employability and personal skills.

Funding History

In 2007 you awarded a grant of £60,000 over two years (£31,000; £29,000) towards the provision of an outreach service to benefit families with a disabled member. The grant has been satisfactorily monitored with the last return was assessed as 'good'.

Current Application

RAID is seeking a three year grant to meet the cost of employing a part-time project co-ordinator with on-costs to set up and run a travel buddy scheme. The scheme will assist young disabled people aged 14 to 25 years in transition to adulthood by supporting them to learn travel skills and gaining access to mainstream activities.

Need has been identified through direct consultation with young people, their parents and support agencies. Forty disabled young people/young adults will benefit directly from the initiative; the scheme will support their independence and choice, which will be monitored and measured. Work will also take place with parents to ensure that they feel comfortable and confident in letting their son or daughter use transport independently.

At least ten volunteer travel buddies will be recruited from RAID's existing volunteers and via specific recruitment within local communities, (special) schools, youth clubs and Volunteering Richmond; RAID also anticipate five peer travel buddies will be trained through the lifetime of the project i.e. young disabled people assisting other young disabled people.

Financial Observations

Audited accounts for the year ending 31st March 2012 show that the organisation ended the year with a surplus of £7,888 (2.6% of turnover). The reserves policy states that RAID aims to hold free reserves of between 4 - 6 months of salary costs, which is equivalent to £62,000 - £95,000. At 31st March 2012 unrestricted reserves stood at £83,106, which meets the policy target. At September 2012 the revised current year budget shows an income target of £310,279 of which £304,135 has been secured through grants; anticipated expenditure is £290,433 thus providing an expected end-of-year surplus of £13,365. The expected end-of-year outturn has been helped by LB Richmond, as the owners of the building, confirming that no rent will be charged in the year (£24,000 having been included in the original budget).

Officer's Appraisal

This is a carefully considered application from an organisation with a proven reputation in making a real difference to the lives of disabled people in Richmond. Adolescence is recognised as a difficult time for many teenagers but for young people with disabilities the problems are magnified. Being able to use public transport confidently is important for young disabled people to gain access to cultural, sport and general activities, to become more independent and is a critical stepping stone into further education, training and employment. The scheme will complement RAID's existing support to disabled young people and will be a new service in the borough. Targets are realistic and project costs are reasonable. RAID has a track record in engaging volunteers and volunteer time will contribute an estimated £68,100 of added-value to the project.

Recommendation

£71,880 over three years (£24,850; £23,380; £23,650) for the salary of a part-time (3 days per week) Travel Buddy Co-ordinator with project costs.



The City Bridge Trust

Charity Registration Number: 1035628

Working with Londoners: Application for a grant

Please read the guidance notes before completing this form

Reference:
(office use only)

11345

Date Received:

15/08/12

Programme
Area:

6

1. About your organisation

Name of organisation applying for grant: Richmond AID	
If the organisation is part of a larger organisation, what is its name? n/a	
Address for correspondence Disability Action & Advice Centre, 4 Waldegrave Road, Teddington	
Postcode: TW11 8HT Is this your home address? No	
Contact person: Ms Lucy Byrne	Position: Chief Executive
Phone: 020 88316077	Fax:
E-mail: l.byrne@richmondaid.org.uk	
Website: www.richmondaid.org.uk	
Legal status of organisation: Charity	
If registered, please give charity number: 1074788	
Year and month organisation established: 3612476	

2. Request for funds

Under which of the Trust's themes are you applying (see our website or brochure for further details)? Positive transitions to independent living
Purpose for which funds are requested: (25 words maximum) To support young disabled people by developing a Travel Buddy so they can gain the skills and confidence to access activities and become more independent.
How much funding is requested? Year 1: £24,850 Year 2: £23,380 Year 3: £23,650 Total: £71,880

3. Aims of your organisation

Richmond AID is a charity run by and for disabled people in the London Borough of Richmond upon Thames. We support people with all kinds of disabilities, including physical and sensory impairments, mental health issues and learning difficulties. Our aim is to support disabled people to live independent lives and to have the same opportunities as non-disabled people. To achieve our vision of independence and choice we will:

- 1) Reduce poverty
- 2) Increase employment, education and leisure opportunities
- 3) Widen access to high quality information and advice
- 4) Improve access
- 5) Ensure disabled people have a strong voice locally
- 6) Understand, track and respond to changing needs
- 7) Raise awareness about disability among employers and service providers

4. Main activities of your organisation

Advice Support Service- 1300 enquiries per year, a website that receives 35,000 hits each year and produces a series of essential publications like fact-sheets and a local disability information handbook and a quarterly newsletter.

Benefits Support Service – free help face to face with our expert advisors or on the phone with form filling and advice on all aspects of benefit claims from Housing Benefit to Disability Living Allowance.

Children and Families Project - the 'access' project is a specialist advice service for families of children with disabilities to ensure families have information about services & activities.

SPADE Gardening Project - we provide an emergency garden service to disabled and elderly people in Richmond Borough. This project is staffed by a team of volunteers.

Employment Project- we have a range of toolkits and training for employers as well as supporting people back to work, training or education. Job Club – this year we piloted a very successful job club. Four disabled people were supported back into work and three into volunteering. Our model is one that allows disabled people to develop their skills and experience via a series of work placements.

5. Number of staff

Full-time	Part-time	Management committee members	Active volunteers
5	4	8	35

6. How do you support your volunteers?

We have an induction process for all staff and volunteers, we have created a Volunteer Handbook, we have a training programme, regular supervision, team meetings and a volunteer award ceremony at our AGM.

7. Property occupied by your organisation

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

8. Finance

From your most recent audited or independently examined accounts, complete the following:

Financial year ended -

Month: **March**

Year: **2012**

Income received from:	£
Voluntary income	269,529
Activities for generating funds	
Investment income	661
Income from charitable activities	33174
Other sources	
Total Income	305,364

Expenditure:	£
Charitable activities	291,651
Governance costs	3,825
Cost of generating funds	
Other	
Total Expenditure	295,476
(Deficit)/surplus for the year:	7,888

Asset position at year end	£
Fixed assets	7,162
Investments	
Net current assets	83,106
Long-term liabilities	
*Total A	90,268

Reserves at year end	£
Endowment funds	
Restricted funds	0
Unrestricted funds	90,268
*Total B	90,268

* Total A and Total B must be the same and should be taken from your balance sheet

9. Statutory funding

For the financial year above, what % of your income was from statutory sources?
61

10. Material changes

Describe any material changes to the organisation's activities, structure or financial position since the date of the most recent accounts:

We have recruited 2 new trustees

11. Previous applications to the Trust

Have you applied to the Trust before? If so, please give details:					<input checked="" type="checkbox"/>
Month/Year: Jan	/ 2008	Ref: 6756	Grant received: £60000	OR application rejected	<input type="checkbox"/>
Month/Year: -	/ -	Ref:	Grant received: £	OR application rejected	<input type="checkbox"/>
Month/Year: -	/ -	Ref:	Grant received: £	OR application rejected	<input type="checkbox"/>

12. Previous funding received

Funding received by your organisation from the following sources during the last **THREE** years:
(i) City of London (other than the City Bridge Trust) **(ii)** London boroughs **(iii)** London Councils (formerly ALG)
(iv) Health authorities **(v)** Central government departments **(vi)** Other statutory bodies (e.g. Housing Corporation, Arts Council) - List source, years and annual amounts:

	Year: 2009	Year: 2010	Year: 2011
(i)			
(ii) Richmond	93970	97430	132814
(iii)			
(iv)			
(v)			
(vi) Richmond Housing			200

13. Previous grants received

Grants received by your organisation from charitable trusts and foundations (other than the City Bridge Trust) during the last **TWO** years. List source, years and annual amounts:

	Year: 2010	Year: 2011
Barnes Workhouse Foundation	4100	4300
Richmond Parish Land	9900	9900
Hampton Fuel Allotments	10000	10000
Lord Cockfield Memorial Trust	15000	10000
Trust for London	25000	18750
Lloyds TSB Foundation	10000	7500

14. What steps is your organisation taking to reduce its carbon footprint?

We have appointed a Green Champion (our gardening co-ordinator) who is passionate about the environment and sends out green email tips and reminders re turning lights off, recycling etc
 Printing - we encourage people to print less and all machines are set to double sided, office memos are emailed rather than printed
 Recycling - we provide recycling bins and all documents that have been cross shredded to standard are added to the recycling
 Transport - we encourage staff to cycle to work or meetings and there are places to lock your bike at the office, we encourage people to use public transport to go to meetings or see clients.
 Kitchen - we have supplied real crockery and cutlery so that plastics are not used
 Building - we have moved everyone to smaller desks and cleared out unnecessary paperwork so that we can maximise use of the building and therefore operate more environmentally.

15. Purpose

Complete this section whatever the amount of grant requested. **In addition**, if the request is for £25,000 or more in total, a fuller proposal should be sent with this form. Also, if your application is for all or part of new or existing post(s), please enclose a copy of the relevant job description(s) including the salary level.

In order to provide the right information, please refer to guidance note 15 before completing this section.

This project seeks to support young people and young adults (aged 14 to 25) with disabilities to gain independence and choice through accessing main stream activities in their community. We will work across all disabilities including learning disabilities, mental health and physical disabilities. The need has been established by talking to over 100 young disabled people about the barriers they experience in accessing activities as well as national reports and models of similar projects in other boroughs.

The 3 day per week Travel Buddy Co-ordinator will develop a 'travel buddy' scheme. The scheme will support young people and young adults attend an activity independently from their parents/guardians by helping them to access public transport to attend the activity. The activity can include arts and cultural activities, sports, volunteering opportunities, college, work, etc. The 'travel buddy' will support the disabled person to get to know the route, grow confident in their skills and experience and eventually feel confident enough to take the trip and attend the activity by themselves. We will also develop a group buddy service for those living in the same area and travelling to the same destination/club/activity.

We will work in partnership with local schools including special schools, youth clubs, Richmond Volunteering, local charities and the council to identify young disabled people for the scheme and to recruit volunteer travel buddies. Some of our volunteers will have learning disabilities or physical disabilities themselves and will provide peer to peer support. Young people and young disabled adults are referred on to the project through disability services, disabled people organisations, local schools, families and support workers.

We will employ a Travel Buddy Co-ordinator for 3 days per week to recruit, train and manage volunteers for the project, advertise the project, match the young disabled person with their travel buddy and support the young person by:

- Meeting with the individual to go through the options available to them
- Identifying a suitable club or opportunity they would like to attend
- Match them with a 'travel buddy' who will go to their house and support them to access public transport to and from the activity (for up to six sessions)
- Match them with a 'buddy' at the activity
- Taking on any phone calls necessary to organise for the individual to attend the club activity
- Providing inclusion training at activities

Aims

- To develop a Travel Buddy scheme to support young disabled adults to access mainstream activities
- To increase the confidence and skills of disabled young people in using public transport
- To provide volunteer opportunities for disabled people as Travel Buddies
- To enable disabled young people to achieve independence and choice

Objectives & outputs

- 40 young people per year have been supported by the Travel Buddy scheme and are more confident in using public transport
- 40 young people have said they feel that they have more positive choices in their lives and are more independent as a result of the Travel Buddy scheme
- 80% of parents feel more confident in letting a young person use transport independently
- 5 disabled young people have been trained as a Travel Buddy and have supported one or more disabled young people to access various activities

For more details see fuller proposal for more details and job description

16. Explain how you will monitor and evaluate both your own outcomes and those of the programme under which you are applying.

Monitoring - We have a Client form that we fill in, monitoring information covers contact details age, ethnicity, disability, etc. Our client data is then recorded on our web-based database. We can easily report on numbers of clients, number of contacts, outcomes, etc.

We will check the information recorded on a monthly basis to ensure that we are getting enough referrals, that we are reaching a diverse group of young people, and that young people are being supported to independence.

Client Satisfaction - we ask each client to fill in a quick client satisfaction to see if people are happy with our service. We will track the progress of young people by entering each contact with then on our database with any progressions.

After young people have used the project we will continue to stay in contact with them on a six monthly basis so we can see what progress has been made including travelling by themselves, trying out new activities, feeling more confident and independent. We will also do an evaluation with parents to ask the impact of the project and if they feel more confident in letting their son/daughter use public transport.

As part of our monitoring process, we may require you to provide contact details of the grant's beneficiaries if appropriate.

17. Beneficiaries

How many people will benefit from the grant per year? **40**

In which local authority is your organisation based?

Richmond

Which borough(s) of Greater London will benefit from this grant?

(if more than one, please give % for each)

Richmond

At what address will the activity be located? **Disabilty Action&Advice Centre, 4 Waldegrave Road, Teddington, TW118HT**

What age group will benefit? **14 to 25**

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

	%		%
White - British	70	Black - Caribbean	5
White - Irish	0	Black - African	5
White - Other (please describe)		Black - Other (please describe)	
Asian - Indian	5	Black - British	8
Asian - Pakistani	5	Chinese	2
Asian - Bangladeshi			
Asian - Other (please describe)		Other (please describe)	
Open to everyone			

What proportion of the beneficiaries will be disabled people?

All the participants will be disabled people

18. Funding required for the project

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

(List main expenditure headings and amounts)

Expenditure heading	Year 1 £	Year 2 £	Year 3 £	Total £
Co-ordinator Salary inc NI and pension	14200	14480	14750	43,430
Co-ordinator Expenses (Phone, Transport)	500	500	500	1500
Volunteer Training	1000	1000	1000	3000
Volunteer Expenses	500	500	500	1500
Recruitment	500			500
IT Equipment	650			650
Office Costs (Phone, Copying, IT)	1500	1500	1500	4500
Building Costs (Rent, Utilities, Insure)	1500	1500	1500	4500
Travel Buddy Leaflet and Promotion	1000	400	400	1800
Management and Supervision	3500	3500	3500	10500
TOTAL	24850	23380	23650	71880

What income has already been raised?

(List amounts and main sources)

Source	Year 1 £	Year 2 £	Year 3 £	Total £
no other funding raised				
TOTAL				

What other funders are currently considering the proposal?

We will be applying to BBC children in need.

19. Funding requested from the Trust


How much is requested from the Trust? (List main expenditure headings and amounts)

Expenditure heading	Year 1 £	Year 2 £	Year 3 £	Total £
Co-ordinator Salary inc NI and pension	14200	14480	14750	43,430
Co-ordinator Expenses (Phone, Transport)	500	500	500	1500
Volunteer Training	1000	1000	1000	3000
Volunteer Expenses	500	500	500	1500
Recruitment	500			500
IT equipment	650			650
Office Costs (Phone, Copying, IT)	1500	1500	1500	4500
Building Costs (Rent, Utilities, Insure)	1500	1500	1500	4500
Travel Buddy Leaflet and Promotion	1000	400	400	2000
Management and Supervision	3500	3500	3500	10500
TOTAL	24,850	23,380	23,650	71,880

20. Funding requested from the Trust (continued)

When will the funding be required? The project will start January 2013
Is the activity to continue beyond the period for which funding is requested? If so, how will it be resourced? Yes the intention of the project is to continue. Over the three year period that the project is running and our record of successful outcomes and disseminate the successes to schools, clubs, etc. It is our intention to work in partnership with Volunteer Richmond to develop a project that works across a number of neighbouring boroughs including Kingston, Hounslow and Hammersmith.
If any planning or other statutory consents are required for the project to proceed, what stage have the applications reached? n/a

Declaration on behalf of applicant organisation

I, Lucy Byrne (your name)	
am an authorised representative of	
Richmond AID (your organisation)	
within which I am Chief Executive (your position)	
To the best of my knowledge, all the information that I have provided in this application form is correct	
Signature	
	Date 13/08/12

Return the completed form to: The City Bridge Trust
City of London
PO Box 270
Guildhall
London EC2P 2EJ

Please

- do not send this application by fax or e-mail – unless applying online, applications must be posted to the Trust
- do send the information in the checklist – if items are missing, your application will be returned to you
- do send only the information in the checklist – if further information is required, we will contact you
- do ensure you have signed and dated this form – we cannot accept forms which have not been signed and dated
- do use the correct postage – the completed form and additional materials are likely to exceed 100g in weight

ASSESSMENT CATEGORY - Positive Transitions to Independent Living

Sense

Ref: 11393

Amount requested: £143,725

Adv: Jenny Field

Base: Islington

Benefit: London-wide

Purpose of grant request: Part fund employment of service delivery and campaign staff to develop and monitor transition services to deafblind young Londoners, special focus on Government pathfinder areas.

Background

Established in 1955, Sense is the national charity supporting deafblind people. Today, the Sense 'family' comprises a number of organisations:

- Sense, the trading name for Sense, The National Deafblind and Rubella Association, which works in England, Wales and Northern Ireland.
- Sense International, a separately registered company and charity, pressing for global change.
- Sense Scotland which is also a separately registered company and charity.
- Helping Sense Ltd, Sense's trading company which runs the Sense charity shops.
- The Royal School for Deaf Children (Birmingham), a separately registered charity.
- Coventry Society for the Blind, also a separately registered company and charity.

The Sense annual report and accounts are consolidated from all these organisations and it is this information that is provided in Question 8 of the application form.

Funding History

You have funded Sense on two previous occasions. In May 1999, you approved a grant of £142,000 over two years towards a specialist support service for deafblind people and in November 2005, you approved a grant of £105,000 over three years towards an advice and information service. This last grant came to an end in March 2009 and has been satisfactorily monitored.

Current Application

Sense is the only charity working with children and young people born deafblind or with multi-sensory impairments. You are asked to support a

project finding employment and training pathways for young deafblind Londoners in their transition to adulthood.

The context to this project is the Government's proposed reforms to special educational needs and disability. "Support and Aspiration: A new approach to Special Educational Needs and Disability" proposes a simplified system of support from the cradle to the age of 25 years which joins up education, health and social care. Under the reforms, parents would be entitled to receive direct payments to meet their child's special education needs. The reforms are currently being piloted in 20 Pathway local authorities, including Greenwich, Bexley and Lewisham in London.

Sense wishes to employ a Children and Family Support Worker to support deafblind children and young people through significant transitions in their lives. The needs of young deafblind people can be extremely complex, meaning that planning for their future needs to begin when they are barely out of childhood. An approach that joins up education, health and social care increases the likelihood of a successful transition into adulthood.

The Support Worker will help build parents' confidence in dealing with the various agencies and professionals that work with their child; support young people in managing their personal budgets; support children and young people in making their needs and preferences known to service providers; and raise awareness amongst service providers and professionals engaged with education, vocational and employment programmes about responding to the needs of young deafblind people.

The Support Worker will work closely with a part-time Campaigns Officer to inform and influence the range and delivery of health, social care and education services for deafblind children and young people within the Government's proposed reforms.

Financial Observations

The financial information provided in Question 8 of the application form is taken from Sense's annual accounts for the year ending March 2012. The surplus of £2.7m represents 3.5% of turnover. Sense's trustees review its reserves policy annually, with the target level of unrestricted funds being calculated by each member of the Sense 'family' according to their respective needs. The reserves target for the whole of Sense amounted to £21.9m as at 31st March 2012, which equates to 3.5 months' of total expenditure. At 31st March 2012, free reserves actually held stood at £18.5m which equates to 2.9 months' worth of total expenditure.

The forecast for the current year to 31st March 2013 shows an overall deficit of £36,000 (0.05% of turnover).

Officer's Appraisal

The proposal before you will support a group of highly vulnerable people through a period of significant transition and will help to raise their future aspirations. It is your policy in the case of large charities such as Sense, to fund up to 50% of the total project costs. This was explained during the assessment and the charity will seek to find the balance of funds from other sources. The recommended grant therefore reflects your policy.

Recommendation

£71,400 over three years (£23,200; £23,800; £24,400) towards a project supporting deafblind children and young Londoners make the transition into adulthood.



The City Bridge Trust

Charity Registration Number: 1035628

Working with Londoners: Application for a grant

Please read the guidance notes before completing this form

Reference:
(office use only)

11393

Date Received:

21/09/2012

Programme
Area:

06.

1. About your organisation

Name of organisation applying for grant: Sense	
If the organisation is part of a larger organisation, what is its name?	
Address for correspondence: 101 Pentonville Road London	
Postcode: N1 9LG Is this your home address? No	
Contact person: Ms Dominique Muller	Position: Trusts Manager
Phone: 020 7014 9352	Fax: 0845 127 0061
E-mail: dominique.muller@sense.org.uk	
Website: http://www.sense.org.uk	
Legal status of organisation: Registered Charity	
If registered, please give charity number: 289868	
Date organisation established: 01/03/1955	

2. Request for funds

Under which of the Trust's themes are you applying (see our website or brochure for further details)? 06. Positive Transitions to Independent Living
Purpose for which funds are requested: (25 words maximum) Part fund employment of service delivery and campaign staff to develop and monitor transition services to deafblind young Londoners, special focus on Government pathfinder areas.
How much funding is requested? Year 1: £46,699 Year 2: £47,982 Year 3: £49,044 Total: £143,725

3. Aims of your organisation

To

- Provide a range of services for deafblind people of all ages that recognises the diversity of need of our individual service users;
- Provide appropriate information, advice and support to the families of deafblind people, and to the professionals who work with them;
- Conduct all activities in a way that will promote empowerment and participation;
- Develop new projects and services;
- Campaign for greater public, political and legal recognition of needs and actions to meet those needs;
- Continually seek to learn and improve our practice;
- Manage our operations to provide value for money without losing quality.

4. Main activities of your organisation

Sense provides services and support for deafblind people in England, Wales and Northern Ireland. We deliver a range of individually tailored support services based on an assessment of need and ability. These services can include professional consultancy to schools, care agencies and service providers, residential care and day services, domiciliary support and home-based support services, holiday and respite opportunities, and employment support.

The south locality of our national Children's Specialist Service (CSS) supports deafblind children and their families across 13 Counties and the 33 London Boroughs. Team members work from home and two offices, in Barnet and Epsom, and as at 31st March 2012 their caseload was 299 strong. The team delivers tailored packages of support that can include assessing the child's remaining sensory abilities, developing communications systems, supporting professionals in schools, providing families with ongoing emotional and practical support, weekly pre-school groups, Family Days, transition work and introductions to Sense-wide services [Information & Advice, Legal Support, Holiday programme].

In the south, we also run 13 residential services and a Day Centre (also located in our building in Barnet).

5. Number of staff

Full-time	Part-time	Management committee members	Active volunteers
858	1,363	15	1,500

6. How do you support your volunteers?

Our Volunteer Policy includes training, health & safety, retention and recognition. It is linked to other general Sense policies such as Equal Opportunities, Safeguarding and Trustee recruitment. Sense value all volunteers and depends on them for its shops, holiday programme, family events and other services.

7. Property occupied by your organisation

Is the main property owned or leased/rented by your organisation?	If leased/rented, how long is the outstanding lease/rental agreement?
Leased	994 years

8. Finance

From your most recent audited or independently examined accounts, complete the following:

Financial year ended -

Month: **March**

Year: **2012**

Income received from:	£
Voluntary income	895,834
Activities for generating funds	21,931,171
Investment income	428,971
Income from charitable activities	54,777,282
Other sources	321,129
Total Income	78,354,387

Expenditure:	£
Charitable activities	60,962,555
Governance costs	66,204
Cost of generating funds	14,636,847
Other	
Total Expenditure	75,605,606
(Deficit)/surplus for the year:	2,748,781

Asset position at year end	£
Fixed assets	20,612,518
Investments	4,332,968
Net current assets	20,089,230
Long-term liabilities	(3,169,928)
*Total A	41,864,788

Reserves at year end	£
Endowment funds	447,393
Restricted funds	7,385,385
Unrestricted funds	34,032,010
*Total B	41,864,788

* Total A and Total B must be the same and should be taken from your balance sheet

9. Statutory funding

For the financial year above, what % of your income was from statutory sources?
69%

10. Material changes

Describe any material changes to the organisation's activities, structure or financial position since the date of the most recent accounts:

None

11. Previous applications to the Trust

Have you applied to the Trust before? If so, please give details:							
Month/Year:	08/05	Ref:	6797	Grant received:	£105,000	OR application rejected?	No
Month/Year:	08/99	Ref:	37	Grant received:	£142,000	OR application rejected?	No
Month/Year:		Ref:	0	Grant received:	£0	OR application rejected?	No

12. Previous funding received

Funding received by your organisation from the following sources during the last **THREE** years:
(i) City of London (other than the City Bridge Trust) **(ii)** London boroughs **(iii)** London Councils (formerly ALG)
(iv) Health authorities **(v)** Central government departments **(vi)** Other statutory bodies (e.g. Housing Corporation, Arts Council) - List source, years and annual amounts:

	Year:	Year:	Year:
(i)			
(ii)			
(iii)			
(iv)			
(v)	DoH, 6 grants overlapping over the years	161,652	177,517
	Northern Ireland DHSS, 2 grants	24,427	36,678
	Welsh National Assembly, core grant	97,000	92,000
	Other statutory grants from bodies		
(vi)	OUTSIDE LONDON (please note 1 in the accounts)	447,980	444,442
			102,525
			33,778
			94,000
			583,054

13. Previous grants received

Grants received by your organisation from charitable trusts and foundations (other than the City Bridge Trust) during the last **TWO** years. List source, years and annual amounts:

	Year: 2010	Year: 2011
189 Trusts and Foundations		570,915
192 Trusts and Foundations	707,432	

14. What steps is your organisation taking to reduce its carbon footprint?

We moved into the above office in 2007. When we refurbished the space, we installed:

- extremely efficient air conditioning and lighting systems, which are regularly maintained
- thermo-efficient window glazing
- low power (centralised) computer servers
- extensive recycling of paper, plastics and computer consumables etc.
- introduction of wood free paper (made from straw)
- a list of eco-friendly suppliers (e.g. our main stationery supplier uses only bio-diesel in its delivery fleet)

Staff are expected to use public transport wherever most practical and economical. We actively encourage conference calls and video meetings (through our national Lync IT system).

15. Purpose

Complete this section whatever the amount of grant requested. **In addition**, if the request is for £25,000 or more in total, a fuller proposal should be sent with this form. Also, if your application is for all or part of new or existing post(s), please enclose a copy of the relevant job description(s) including the salary level.

In order to provide the right information, please refer to guidance note 15 before completing this section.

c&yp=children and young people, 0-18

deafblind/MSI=deafblind/multi-sensory impaired

LA=Local Authority

There are an estimated 4,000 deafblind/MSI c&yp across the UK. Many have life-long, complex needs and face difficult transitions requiring highly specialised appropriate one-to-one, technical and communication support, delivered in a range of settings - home, school or the community.

Supported by health, social care, education or a combination, deafblind/MSI c&yp require specialist assessments and tailored support from qualified, experienced practitioners in order to learn, develop and achieve.

The project fits into "Positive Transitions to Independent Living", and will

-deliver specialist work to sustain deafblind/MSI c&yp Londoners "through some of the hardest transitions and challenges they face" and "support them in managing independent living and personal budgets".

-aim to minimise the risk that deafblindness is overlooked in the Special Educational Need and Disability reforms (involving education, health and social care providers), underpinned by political objectives that include deficit reduction; a low incidence disability is extremely vulnerable during such seismic shifts in policy and resources. Greater London offers an unparalleled opportunity to highlight issues arising across 33 boroughs, diverse communities and greater concentrations than elsewhere in the country. The project will connect with the three London reforms' pathfinders to inform legislation, "aiming to improve the range of services that get the least support from mainstream services."

Objectives: a dedicated Greater London Senior Children and Family Support Worker will

-Actively encourage LAs to identify deafblind/MSI c&yp resulting in increased numbers in annual schools' census and our LA survey. The 2012 Sense LA survey shows an average identification rate of 3 deafblind/MSI c&yp per 100,000, compared to the best official incidence estimate of 31/100,000.

-Support LAs to understand deafblind/MSI c&yp's unique needs.

-Provide support at transition points through our specialist packages of support, with a special focus on transition to adult services.

-Work with a Campaigns Involvement Officer (CIO) to highlight examples of good practice and engage with LAs to inform and influence improvements to the shape, co-ordination, range and delivery of health, social care and education services for deafblind/MSI c&yp.

-Support service users to engage with agencies that use direct payments and to offer feedback to LAs that develop their use in education/care services.

-Engage with the Greenwich, Lewisham and Bromley pathfinders to ensure that deafblind/MSI c&yp are identified in pilot programmes and, when identified, engage and discuss the c&yp's needs, and how they should fit into the new local processes.

Beneficiaries: Directly: Year1=15; 3 years=50. Indirectly and long-term: hundreds through positive impact on legislation and active engagement with relevant professionals and LAs' sensory teams.

Long-term aims: increased numbers of deafblind/MSI c&yp report greater choice and control in their lives, make positive choices about their lives, take up educational or employment opportunities and lead independent lives successfully.

Each staff will provide their Manager with quarterly quantitative and qualitative data against agreed workplans. The project as a whole will report to our practice-led policy development process, ensuring that practitioners, deafblind/MSI c&yp and their parents have a strong, authentic and consistent voice that provides genuine insights and accurate perspectives- a rarity in the sector. Both Managers are specialists, experienced and well-regarded in their fields. They supervise tried-and-tested monitoring and evaluation processes and will ensure that project staff follow them throughout.

Only Sense can implement this project. We have over 55 years' experience of working with deafblind/MSI c&yp. Deafblind UK do not work with congenital deafblind people, nor with deafblind/MSI c&yp. RNIB and Action on Hearing Loss work do not reflect dual sensory impaired people's needs. The Sense Public Policy team has a track record of successful contacts in Government, Whitehall and both Houses of Parliament.

16. Explain how you will monitor and evaluate both your own outcomes and those of the programme under which you are applying.

Quarterly returns for evaluation against expectations, covering

- caseload
- support packages provided
- parental/c&yp views of support provided
- contacts with LAs to increase understanding of deafblind/MSI c&yp's needs
- number of deafblind/MSI c&yp identified by LAs
- number of families/yp who offer effective feedback to LAs on using direct payments for education/care services
- deafblind/MSI c&yp included in pathfinders' programmes
- nature and frequency of engagement with/by pathfinders' programmes

Monitoring long-term aims (see summary)

- pathfinders' conclusions to ensure that deafblind/MSI c&yp's needs have been positively included in the new local processes.
- prepare c&yp for the transition to adult services from secondary school age by
- build parents' confidence and increasing their knowledge to explain their child's unique needs
- enable deafblind/MSI c&yp to express their needs/wants to providers
- support independent living and personal budgets management
- support service providers/professionals in employment/education/vocational to understand that deafblind/MSI c&yp can access their services with the right assistance.

17. Beneficiaries

How many people will benefit from the grant per year?
17

In which local authority is your organisation based?
Islington

Which borough(s) of Greater London will benefit from this grant?
(if more than one, please give % for each)
All Boroughs

At what address will the activity be located?
Where we are needed: home, school, hospital, community facilities inc. other service providers...

What age group will benefit? **All children & young people**

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

	%		%
White - British	27	Black - Caribbean	
White - Irish		Black - African	
White - Other (please describe)		Black - Other (we don't distinguish between black)	21
Asian - Indian		Black - British	
Asian - Pakistani		Chinese	
Asian - Bangladeshi			
Asian - Other (we don't distinguish between Asian origins)	48	Other (please describe)	

Open to everyone

Yes

What proportion of the beneficiaries will be disabled people?
100%

18. Funding required for the project

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

(List main expenditure headings and amounts)

Expenditure heading	Year 1 £	Year 2 £	Year 3 £	Total £
A 2% inflation rate is applied year on year				0
Senior Children & Family Support Worker (SCFSW) - employment costs	29,354	30,186	30,816	90,356
Campaigns Involvement Officer (CIO) - employment costs	7,888	8,136	8,391	24,415
Transport costs - 1 year TfL Oyster Card 1-6 + TfL daily off-peak @ £8.50 x 2 days/week x 48 weeks/year	2,952	2,996	3,042	8,990
Communications	625	635	645	1,905
Office supplies & IT	391	397	403	1,191
Professional support, including registration and interpreters	500	510	520	1,530
Family activities (SCFSW only)	525	536	546	1,607
Management & supervision @ 10% of the total of all above lines	4,223	4,340	4,436	12,999
TOTAL	46,458	47,736	48,799	142,993

What income has already been raised? (List amounts and main sources)

Source	Year 1 £	Year 2 £	Year 3 £	Total £
				0
				0
				0
				0
TOTAL	0	0	0	0

What other funders are currently considering the proposal?

Funder	£
TOTAL	0

19. Funding requested from the Trust


How much is requested from the Trust? (List main expenditure headings and amounts)

Expenditure heading	Year 1 £	Year 2 £	Year 3 £	Total £
Senior Children & Family Support Worker (SCFSW) - employment costs	29,354	30,186	30,816	90,356
Campaigns Involvement Officer (CIO) - employment costs	7,888	8,136	8,391	24,415
Transport costs - 1 year TfL Oyster Card 1-6 + TfL daily off-peak @ £8.50 x 2 days/week x 48 weeks/year	2,952	2,996	3,042	8,990
Communications	625	635	645	1,905
Office supplies & IT	391	397	403	1,191
Professional support, including registration and interpreters	500	510	520	1,530
Family activities (SCFSW only)	525	536	546	1,607
Management & supervision @ 10% of the total of all above lines	4,223	4,340	4,436	12,999
TOTAL	46,458	47,736	48,799	142,993

20. Funding requested from the Trust (continued)

When will the funding be required? <p style="text-align: center;">15/02/2013</p>
Is the activity to continue beyond the period for which funding is requested? If so, how will it be resourced? Both posts are intended to continue to deliver and help improve transition and other services to deafblind/MSI c&yp in London. Funding will be obtained through general and specific fundraising activities. Sense will also use some of its reserves if required.
If any planning or other statutory consents are required for the project to proceed, what stage have the applications reached? n/a

Declaration on behalf of applicant organisation

I, <u>Ms Dominique Pule</u> (your name)
am an authorised representative of <u>the Sense</u> (your organisation)
within which I am <u>The Trusts Manager</u> (your position)
To the best of my knowledge, all the information that I have provided in this application form is correct
Signature <u></u> Date <u>26/9/12</u>

Return the completed form to: **The City Bridge Trust**
City of London
PO Box 270
Guildhall
London EC2P 2EJ

Please

- do not send this application by fax or e-mail – unless applying online, applications must be posted to the Trust
- do send the information in the checklist – if items are missing, your application will be returned to you
- do send only the information in the checklist – if further information is required, we will contact you
- do ensure you have signed and dated this form – we cannot accept forms which have not been signed and dated
- do use the correct postage – the completed form and additional materials are likely to exceed 100g in weight

ASSESSMENT CATEGORY - Positive Transitions to Independent Living**Charlie Chaplin Adventure Playground****Ref: 11296****Adv: Tim Wilson****Amount requested: £135,101****Base: Lambeth****Benefit: Lambeth and Southwark**

Purpose of grant request: Part-funding for the YES project for young disabled people, working to expand their horizons, increase their autonomy, develop skills and aspirations.

Background

Lambeth-based Charlie Chaplin Adventure Playground (CCAP) is approaching its 30th anniversary. Opened by Lady Chaplin and Lambeth Council as a playground for disabled children, CCAP now offers a wide range of services including after-school clubs for children with disabilities and statements of special need, term-time Saturday clubs and transition support for young adults. Given client need, CCAP's services are highly specialised. The charity draws on a large pool of sessional staff, with some activities requiring a significant proportion of young people in need of one to one support.

The majority of children attending CCAP come from low-income households, and all are referred by social services. Participation in CCAP activities not only offers young people social and physical benefits, but also provides important respite care for their care givers. The playground is based in a deprived ward just on the boundary between Lambeth and Southwark. As such the charity is supported by two local authorities and its services are in high demand.

Funding History

None.

Current Application

CCAP seeks funds towards its YES project. This is a service for young people aged 14 – 19, with City Bridge Trust support sought for work with those aged 16 and above.

YES is a relatively new service designed in response to parental concern that there was little provision for disabled young adults in the area, and that, whilst many CCAP clients had 'outgrown' the play facilities on offer, the charity could help prepare them to make the transition to a more independent adulthood.

CCAP piloted YES in 2010 with funding from Lambeth Council and has run the service since. 50 young people currently access the project. Work typically begins with a needs assessment, identifying each young person's level of autonomy and abilities. YES is a rolling project with young people participating for more or less time depending on need. The project covers money matters, practical literacy, sexual health, travel training, personal safety, excursions and an annual residential for team building activities. In addition to building participants' confidence, an important part of the YES project is to ensure care givers feel prepared to allow their young people make the transition to a more independent adulthood.

Financial Observations

Accounts for the year ended 31st March 2012 show a deficit of £3,936 (0.6% of turnover). This comprised a surplus on restricted funds of £45,295 and a deficit on unrestricted funds of £49,231 due to planned spending as the charity expanded its premises.

CCAP aims to hold unrestricted free reserves sufficient to cover key support staff and core costs for a minimum of three months. Based on expenditure for the current year 2012-13 this amounts to £65,750, which compares to an actual unrestricted free reserves holding as at 31st March 2012 of £115,267. Although this is above target, the charity plans to spend in the current year a further £36,913 on its premises and activities, and estimates that its free reserves holding will reduce to £78,354 by 31st March 2013. Whilst this remains above target, CCAP is likely to need the reserve buffer to help with possible cash-flow issues as Lambeth Council retender its youth services in 2013.

Officer's Appraisal

CCAP is a popular facility run by expert staff. It caters to children and young people who have complex needs, many of whom require one to one support. The YES project has been developed to help with the transition to adulthood, and has already been evaluated as a successful intervention.

Recommendation

£126,600 over three years (£34,400; £45,600; £46,600) towards staffing and on-costs for Charlie Chaplin Adventure Playground's YES project, on the condition that the full balance for years two and three is raised from other sources. Staffing costs to cover 1 day per week of the Project Coordinator, 2.5 days per week of the Senior Youth Worker and 1.5 day per week of the Finance Adviser.



The City Bridge Trust

Charity Registration Number: 1035628

Working with Londoners: Application for a grant

Please read the guidance notes before completing this form

Reference:
(office use only)

11296

Date Received:

12/07/2012

Programme
Area:

06

1. About your organisation

Name of organisation applying for grant: Charlie Chaplin Adventure Playground	
If the organisation is part of a larger organisation, what is its name? N/A	
Address for correspondence: Bolton Crescent Lambeth London	
Postcode: SE5 0SE Is this your home address? No	
Contact person: Ms Beverly Salmon	Position: Senior Playworker
Phone: 0207 735 1819	Fax:
E-mail: bev@charliechaplinadventureplayground.org	
Website: http://www.charliechaplinadventureplayground.org	
Legal status of organisation: Registered Charity	
If registered, please give charity number: 1126143	
Date organisation established: 01/01/1982	

2. Request for funds

Under which of the Trust's themes are you applying (see our website or brochure for further details)? Positive Transitions to Independent Living
Purpose for which funds are requested: (25 words maximum) Part-fund YES project for 90 disabled people (aged 14-19) over three years, expanding their horizons, increasing autonomy, knowing rights & responsibilities, developing skills and aspirations.
How much funding is requested? Year 1: £37,188 Year 2: £48,461 Year 3: £49,452 Total: £135,101

3. Aims of your organisation

Charlie Chaplin Adventure Playground is the only free, fully inclusive children's adventure playground in Lambeth and Southwark. We aim to: provide inclusive play opportunities for young people with disabilities and their siblings; improve, develop and extend the services we offer; share expertise and promote equal access to activities for children and people with disabilities. We enable users aged 5-19 with complex, high, care needs to play, socialise, have fun and enjoy the company of their peers and siblings in an equal environment. By employing highly qualified playworkers we provide child-lead adventurous activities indoors and out. Children are free to choose what they do, and we are lead by them in terms of the activities we provide. These include but are not limited to: cooking, sports, music, dance, drama, art, playing with the elements (fire, water, air, earth), building camps, using challenging play equipment, massage therapy, biking, go-karting and IT etc. Since 2008 we have been over-subscribed and have long waiting lists!

4. Main activities of your organisation

Charlie Chaplin offers a specialist, unique, inclusive play environment. We cater for children and young people aged 5-19 with disabilities or special needs and their siblings (231 registered users in 2011), plus non-disabled young people living locally (155 in 2011). We aim for children to become as autonomous as possible and promote equal opportunities. We provide the following services at the adventure playground site:
 Term-time: After school club for up to 25 registered users and 10 local users. Saturday club for 60 registered users and 25 local.
 Holiday playschemes: Mon-Fri for 90 registered users and 25 local. We also manage a holiday playscheme at the Michael Tippet School for children with special educational needs Mon-Fri for 65 users aged 11-19. We provide on-site activities to school groups, pupil referral units and adult services for up to 10 people a day on an ad-hoc basis during term time. We have recently secured funding for our Youth Empowerment Scheme which will run Mon to Fri and daytrips during holiday periods.

5. Number of staff

Full-time	Part-time	Management committee members	Active volunteers
2	122	5	5

6. How do you support your volunteers?

Our volunteers are a 'vital extension' to the service provision of the playground. We believe all volunteers have the potential of becoming paid staff and that they require as much support, training and supervision from line managers as paid playworkers.

7. Property occupied by your organisation

Is the main property owned or leased/rented by your organisation?	If leased/rented, how long is the outstanding lease/rental agreement?
Leased	8 years

8. Finance

From your most recent audited or independently examined accounts, complete the following:

Financial year ended -

Month: **March**

Year: **2012**

Income received from:	£
Voluntary income	6,531
Activities for generating funds	0
Investment income	71
Income from charitable activities	659,063
Other sources	0
Total Income	665,665

Expenditure:	£
Charitable activities	659,827
Governance costs	9,774
Cost of generating funds	0
Other	0
Total Expenditure	669,601
(Deficit)/surplus for the year:	(3,936)

Asset position at year end	£
Fixed assets	48,382
Investments	0
Net current assets	130,548
Long-term liabilities	0
*Total A	178,930

Reserves at year end	£
Endowment funds	0
Restricted funds	63,663
Unrestricted funds	115,267
*Total B	178,930

* Total A and Total B must be the same and should be taken from your balance sheet

9. Statutory funding

For the financial year above, what % of your income was from statutory sources?
95%

10. Material changes

Describe any material changes to the organisation's activities, structure or financial position since the date of the most recent accounts:

As an inclusive service we are heavily relied upon by local authorities to provide high quality services for disabled people and their families. However we have been working since 2011 towards diversifying our grant income.

11. Previous applications to the Trust

Have you applied to the Trust before? If so, please give details:

Month/Year:	Ref:	Grant received:	OR application rejected?
Month/Year:	Ref:	Grant received:	OR application rejected?
Month/Year:	Ref:	Grant received:	OR application rejected?

12. Previous funding received

Funding received by your organisation from the following sources during the last **THREE** years:
(i) City of London (other than the City Bridge Trust) **(ii)** London boroughs **(iii)** London Councils (formerly ALG)
(iv) Health authorities **(v)** Central government departments **(vi)** Other statutory bodies (e.g. Housing Corporation, Arts Council) - List source, years and annual amounts:

	Year: 2009	Year: 2010	Year: 2011
(i)			
(ii) Lambeth	320,766	344,391	585,512
(ii) Southwark	38,316	82,420	113,028
(ii) Hammersmith and Fulham		1,240	
(iii)			
(iv)			
(v)			
(vi)			

13. Previous grants received

Grants received by your organisation from charitable trusts and foundations (other than the City Bridge Trust) during the last **TWO** years. List source, years and annual amounts:

	Year: 2010	Year: 2011
National Childrens Bureau	19,000	
Capital International	3,000	
Variety Club		12,000

14. What steps is your organisation taking to reduce its carbon footprint?

Charlie Chaplin Adventure Playground (CCAP) brings greenery to the city through the transformation of land into a creative play and green space. We help children learn about nature and ecology in their urban surrounding. We aim to promote the understanding of the countryside and protect the existing plants and animals in the following ways: 1) Use non-polluting, renewable and recycled resources and materials and recycle waste material when possible. 2) Save energy, reduce pollution and unnecessary use of motor vehicles by encouraging sustainable transport, encouraging the safe use of bicycles and by walking. 3) Maintain a more healthy diet amongst users and provide for those who do not eat meat. 4) Encourage appreciation and understanding of how plants and animals are exploited and the ethical and environmental issues involved. Support reduced consumption of animals products, including animal testing, fur and leather. Smoking is not allowed anywhere on the CCAP site.

15. Purpose

Complete this section whatever the amount of grant requested. **In addition**, if the request is for £25,000 or more in total, a fuller proposal should be sent with this form. Also, if your application is for all or part of new or existing post(s), please enclose a copy of the relevant job description(s) including the salary level.

In order to provide the right information, please refer to guidance note 15 before completing this section.

Need: Society does not support teenagers with disabilities to become responsible, integrated, financially independent and active citizens. Their passage into adulthood is a painful one. Many young people living in Lambeth and Southwark face lonely futures bereft of education, employment and training. An array of child-hood services fade away and there is a distinct gap in adult services for them. We know young people who have become depressed, can regress, become victims or perpetrators of abuse at home, fall victim to gangs and have become suicidal. Some no longer remain at home and are moved to full-time care. One parent told us 'I feel anxiety, concern and disappointment about the lack of youth services and what the future will bring'.

The long-term effect of poor transition plans was evidenced in the government paper Every Disabled Child Matters and the Joseph Rowntree Foundation. They highlighted that targeted transition support that is regular, consistent and provides an array of opportunities for young is essential to avoid marginalisation.

In our successful 2010 pilot, one user said "for the first time in ages I have been listened to by adults who I like and who like me... I can't wait for more". We have several case studies evidencing the positive outcomes for users (maintaining education, gaining independence).

We consulted on the programme design with users, parents, carers, Lambeth Children with Disabilities Team and Lambeth Parents Advisory Team.

Delivery: The Youth Empowerment Scheme (YES) project will guide 90 disabled young people (aged 14-19), teaching them new skills whilst offering life-changing experiences helping them become more autonomous adults.

City Bridge funding over three years would support:

- 1) 1 day a week contribution to YES project co-ordinator post (extending to full time)
- 2) Yes Senior Youth Worker (3 days a week)
- 3) Finance Advisor / Manager (1.5 days a week)
- 4) 8 x Money Matters sessions per year
- 5) Residential for users in years 2 & 3
- 6) Contribution to Management costs @ 10%

The wider programme which has been part funded by Lambeth Council and Comic Relief includes: one-to-one mentoring, weekly Monday night youth sessions, Friday nights and Saturday day outings, annual camping holidays, community events and user led filming project (for evaluation purposes), provide AQA awards and accreditation.

The YES project is a youth-lead project, Objectives:

1. To support users to articulate themselves and influence others
2. To provide a range of opportunities where users gain skills and knowledge facilitating their transition to adulthood.
3. Enable users to make a positive contribution to their communities.
4. Improve the lives of users by helping them develop and realise aspirations.

Organisation: Charlie Chaplin Adventure Playground has 25 years' experience of disabled young people and families. As the only free, inclusive playground in Lambeth and Southwark, we have links in the voluntary sector, disabled people's sector, educational, youth and play sector.

Acknowledged as local experts in the field, Social workers, health practitioners, parents, London Play, Play England and play associations regularly turn to us for help.

Theme: The YES project will enable users to go on to live as independently as they can, contribute within their communities and give them aspirations for their futures.

Good Practice: We are committed to involving users a fully as possible and will give each user as much support as they need in order to make choices, lead and participate in activities.

Diversity: We recruit workers who share our principles of giving disadvantaged young people a voice. We recruit from communities that reflect our users, providing positive role models they can identify with.

Volunteers & Carbon Footprint: Please see answers on main form.

16. Explain how you will monitor and evaluate both your own outcomes and those of the programme under which you are applying.

As an organisation we continuously monitor and evaluate ourselves through open communications with our managers, staff, users, volunteers, carers and service providers. We have rigorous monitoring methods which we will extend to the Youth Empowerment Scheme and in addition we will measure our outcomes through self-evaluation of users before and after participation in the programme, interviews and questionnaires with parents, carers and support workers, interviews with stakeholders and partners, staff feedback and observation, user progress reviews and the users own video diaries. We have also established a unit award scheme through the Assessment and Qualifications Alliance. The scheme records achievement providing interim accreditation of the work of young people. The schemes' flexibility and its facility to reward and celebrate success make it an ideal vehicle for developing user's self esteem and confidence.

17. Beneficiaries

How many people will benefit from the grant per year? 30			
In which local authority is your organisation based? Lambeth			
Which borough(s) of Greater London will benefit from this grant? (if more than one, please give % for each) Lambeth and Southwark			
At what address will the activity be located? Charlie Chaplin Adventure Playground, Bolton Crescent, Lambeth, London SE5 0SE			
What age group will benefit? Over 16 years			
What will the ethnic grouping(s) of the beneficiaries be?			
	%		%
White - British		Black - Caribbean	
White - Irish		Black - African	
White - Other (please describe)		Black - Other (please describe)	
Asian - Indian		Black - British	
Asian - Pakistani		Chinese	
Asian - Bangladeshi			
Asian - Other (please describe)		Other (please describe)	
Open to everyone			100
What proportion of the beneficiaries will be disabled people? 100%			

18. Funding required for the project

REVISED BUDGET ATTACHED AS APPENDIX A TW 14/11/12

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

(List main expenditure headings and amounts)

Expenditure heading	Year 1 £	Year 2 £	Year 3 £	Total £
YES Project Co-ordinator (full-time)	27,636	28,188	28,752	84,576
YES Senior Youth Worker (3 days p.w.)	14,890	15,187	15,491	45,568
Finance Advisor (1.5 days p.w)	10,125	10,328	10,535	30,988
YES Camp x 3 days	11,819	12,055	12,296	36,170
YES Residential x 4 days	9,384	9,572	9,764	28,720
YES Out and About Sessions	7,451	7,600	7,752	22,803
YES Saturdays	6,261	6,386	6,514	19,161
YES Evenings	17,762	18,117	18,479	54,358
Training AQA	600	600	600	1,800
Monitoring and Evaluation	1,000	1,500	2,000	4,500
Promotion	500	500	500	1,500
Activities/Materials	2,900	2,900	2,900	8,700
Management Costs @ 10%	11,032	11,293	11,558	33,883
TOTAL	121,360	124,226	127,141	372,727

What income has already been raised? (List amounts and main sources)

Source	Year 1 £	Year 2 £	Year 3 £	Total £
London Borough of Lambeth	56,291	11,808		68,099
Comic Relief	32,392	32,840	33,296	98,528
London Borough of Southwark	2,900	2,900	2,900	8,700
TOTAL	91,583	47,548	36,196	175,327

What other funders are currently considering the proposal?

Funder	£
BBC Children in Need	62,299
TOTAL	62,299

19. Funding requested from the Trust

How much is requested from the Trust? (List main expenditure headings and amounts)

Expenditure heading	Year 1 £	Year 2 £	Year 3 £	Total £
YES Project Co-ordinator x 1 day p.w.	6,085	6,207	6,331	18,623
YES Senior Youth Worker x 3 days p.w.	14,890	15,187	15,491	45,568
Finance Advisor x 1.5 days p.w.	10,125	10,328	10,535	30,988
YES Money Matters sessions x 8 per year	2,707	2,761	2,835	8,303
YES Residential x 4 days per year	3,381	4,406	4,496	12,283
Management Costs @ 10% Project Costs		9,572	9,764	19,336
TOTAL	37,188	48,461	49,452	135,101

20. Funding requested from the Trust (continued)

When will the funding be required? 01/11/2012
Is the activity to continue beyond the period for which funding is requested? If so, how will it be resourced? Our pilot demonstrates how popular the project is and we envisage excellent outcomes for users during the three years. Users, stakeholders, staff, volunteers and parents/carers will be involved in helping us evaluate the programme. An end of project report will be used to publicise our findings and help lever additional funding if successful and required.
If any planning or other statutory consents are required for the project to proceed, what stage have the applications reached? N/A

Declaration on behalf of applicant organisation

I, Beverley Salmon (your name)

am an authorised representative of Charlie Chaplin Adventure Playground (your organisation)

within which I am Senior Playworker (manager) (your position)

To the best of my knowledge, all the information that I have provided in this application form is correct

Signature [Signature] Date 7/8/12

Return the completed form to: The City Bridge Trust
 City of London
 PO Box 270
 Guildhall
 London EC2P 2EJ

- Please
- do not send this application by fax or e-mail – unless applying online, applications must be posted to the Trust
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City Bridge Trust
Working with Londoners Grant Application - Supplementary Information
Page 3 of 3 - Funding Required

NB: Only yellow shaded areas can be edited. Areas in light blue will automatically total the relevant cells

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

List main expenditure headings and amounts. See note (m) on the Guidance Notes.

Expenditure heading	Year 1 £	Year 2 £	Year 3 £	Total £
YES Project Co-ordinator (full-time)	27,636	28,188	28,752	84,576
YES Senior Youth Worker (3 days p.w.)	14,890	15,187	15,491	45,568
Finance Advisor (1.5 days p.w.)	10,125	10,328	10,535	30,988
YES Camp x 3 days	11,819	12,055	12,296	36,170
YES Residential x 4 days	9,384	9,572	9,764	28,720
YES Out and About Sessions	7,451	7,600	7,752	22,803
YES Saturdays	6,261	6,386	6,514	19,161
YES Evenings	17,762	18,117	18,479	54,358
Training AQA	600	600	600	1,800
Monitoring and Evaluation	1,000	1,500	2,000	4,500
Promotion	500	500	500	1,500
Activities/Materials	2,900	2,900	2,900	8,700
Management Costs @ 10%	11,032	11,293	11,558	33,883
				0
TOTAL	121,360	124,226	127,141	372,727

What income has already been raised?

List main sources and amounts.

Source	Year 1 £	Year 2 £	Year 3 £	Total £
London Borough of Lambeth	48,880	19,219		68,099
Comic Relief	32,392	32,840	33,296	98,528
London Borough of Southwark	2,900	2,900	2,900	8,700
				0
TOTAL	84,172	54,959	36,196	175,327

What other funders are currently considering the proposal?

Funders	Amount Requested £
BBC Children in Need	62,299
Lambeth Endowed Charities	8,358
TOTAL	70,657

How much is requested from the Trust?

List main expenditure headings and amounts per year. See note (n) on the Guidance Notes.

Expenditure heading	£	£	£	£
YES Project Co-ordinator x 1 day p.w.	6,085	6,207	6,331	18,623
YES Senior Youth Worker x 2.5 days p.w.	12,408	12,655	12,909	37,972
Finance Advisor x 1.5 days p.w.	10,125	10,328	10,535	30,988
YES Money Matters sessions x 8 per year	2,707	2,761	2,835	8,303
YES Residential x 4 days per year		9,572	9,764	19,336
Management Costs @ 10% Project Costs	3,132	4,152	4,237	11,521
				0
				0
				0
				0
				0
TOTAL	34,457	45,675	46,611	126,743

Please ensure all three pages have been completed by clicking on the tabs below

ASSESSMENT CATEGORY - Positive Transitions to Independent Living**Khulisa****Ref: 11319****Amount requested: £90,000****Adv: J Grieve Combes****Base: Islington****Benefit: Islington**

Purpose of grant request: Silence the Violence Self-Referral Programme teaches individuals to manage aggression and emotions, offering opportunities to (re)build self-confidence, prevent violence and enhance social integration.

Background

Khulisa is the independent sister charity of Khulisa Social Solutions, one of the leading providers of diversion from crime, offender rehabilitation and restorative justice interventions in South Africa. Established in the UK in 2007, Khulisa (from the Zulu word meaning to nurture), aims to reduce UK offender and re-offending rates. The organisation delivers structured programmes which aim to give individuals the skills, understanding and resources they need to develop alternatives to violence, bridge divides and build stronger, safer communities. Programme content is derived from Khulisa's South African counterpart but carefully tailored to meet needs in the UK. To date Khulisa has delivered work in a range of settings including: Forest Bank and Parc prisons; Young Offender Institutions Feltham, Portland and Cookham Wood; schools and Pupil Referral Units in London and Sheffield; and community settings.

Funding History

None

Current Application

The application before you is for a new approach to Khulisa's successful 'Silence the Violence' programme. 'Silence the Violence' uses therapeutic methods in a small group setting of 10-15 to teach individuals how to manage their aggression and emotions. It is made up of 10 intensive modules run over a short space of time and includes group discussion, a focus on personal strengths, mask and hat making and 'wisdom circles'. In the weeks after the course there are follow-up group and on-to-one sessions. Participants can remain supported in the longer term through regular 'alumni' meetings. External evaluation of the programme has found improvement in participants' coping skills, empathy, personal distress, anger management and level of aggression, and in July 2012 it gained approval as an 'Effective Regime Intervention' from the Prison Service.

'Silence the Violence' was originally developed as an offender rehabilitation programme and primarily used in prisons. Khulisa has already developed 'Face It', a youth version of the programme delivered with schools and Youth Offending Teams. Khulisa now wants to expand into the community in Islington, Newham and Lambeth. Local consultation has shown need for this, as well as the flurry of inquiries received following a feature on its Evening Standard Dispossessed Fund grant.

Community programme sessions would be delivered at community settings and referrals would come not only from professionals such as probation officers and social services, but importantly from self-referrals. The open nature of the programme means that not all participants would be those leaving custody. However, it is anticipated that 70% of participants will be offenders/ex-offenders and the remainder will be people struggling with violence with varying degrees of contact with the criminal justice system.

Financial Observations

Khulisa's audited accounts to 31st March 2012 show a surplus of £139,431 representing 30% of turnover, including a £79,938 surplus on unrestricted funding which is partly made up of income generated through commissioned work with prisons and partly from unrestricted grant funding. The surplus has allowed Khulisa to build up its free unrestricted reserves which, as a relatively new charity, were previously very low. At 31st March 2012 reserves stood at £80,756, in excess of the reserve policy of £60,000. The excess is being used towards programme delivery. The 2012/13 budget currently shows a deficit of £89,827 on a turnover of £421,429. However, Khulisa is confident in securing a further £67,000 and can use reserves to cover any remaining costs.

Officer's Appraisal

The 'Silence the Violence' model already has a strong track record working in prisons and with young people. Your funding would enable Khulisa to develop and roll-out 'Silence the Violence' as a flagship community initiative delivering three programmes each year. The organisation hopes to attract further funding once the programme is up and running in order to expand to six programmes by year 3.

Recommendation

£90,000 over three years (3 x £30,000) for 25% of the salary of a full time Programme Manager, facilitators and on costs of delivering the Silence the Violence programme in three London Boroughs, conditional on the organisation revising its financial controls to require 2 signatories on all cheques and financial transactions.



The City Bridge Trust

Charity Registration Number: 1035628

Working with Londoners: Application for a grant

Please read the guidance notes before completing this form

Reference:
(office use only)

11319

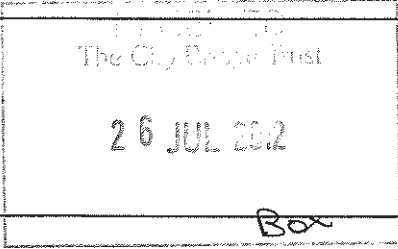
Date Received:

26/07/12

Programme
Area:

6

1. About your organisation

Name of organisation applying for grant: Khulisa	
If the organisation is part of a larger organisation, what is its name?	
Address for correspondence Unit 7 5-7 Wells Terrace Finsbury Park London	
Postcode: N4 3JU Is this your home address? No	
Contact person: Mr Simon Fulford	Position: Chief Executive
Phone: 02075813725	Fax:
E-mail: sfulford@khulisa.co.uk	
Website: khulisa.co.uk	
Legal status of organisation: Charity	
If registered, please give charity number: 1120562	
Year and month organisation established: 04/2007	

2. Request for funds

Under which of the Trust's themes are you applying (see our website or brochure for further details)? Positive transitions to independent living
Purpose for which funds are requested: (25 words maximum) Silence the Violence Self-Referral Programme teaches individuals to manage aggression and emotions, offering opportunities to (re)build self-confidence, prevent violence and enhance social integration
How much funding is requested? Year 1: £30,000 Year 2: £30,000 Year 3: £30,000 Total: £90,000

3. Aims of your organisation

Our Mission is to break the cycle of crime and violence by helping people to bring change to their lives.

Our Vision is that we all face as little crime and violence as those in our safest towns.

Our Values:

- Guide: by restoring empathy, self-belief and self-worth;
- Heal: individuals (perpetrators and victims) and communities;
- Nurture: by believing all people can grow

Our Single Objective is to cut crime.

4. Main activities of your organisation

Khulisa delivers unique, powerful behaviour-change programmes addressing violence and crime, fostering personal and community regeneration along with victim empathy. We start the process of rehabilitation through the use of therapeutic methods and creative participant-led techniques.

We work in prisons, schools and communities with offenders, ex-offenders, young people at-risk of exclusion and those experiencing high levels of crime and violence.

We offer intensive programmes along with mentoring and other long-term supports.

5. Number of staff

Full-time	Part-time	Management committee members	Active volunteers
6	2	5	40

6. How do you support your volunteers?

The support our volunteers depends on the role and task within the organisation but includes: formal job descriptions, induction and training, weekly personal contact and bi-monthly group meeting; ongoing training and expenses reimbursement.

7. Property occupied by your organisation

Is the main property owned or leased/rented by your organisation?	If leased/rented, how long is the outstanding lease/rental agreement?
Liscense/rented	3 months rolling contract

8. Finance

From your most recent audited or independently examined accounts, complete the following:

Financial year ended -

Month: **March**

Year: **2012**

Income received from:	£
Voluntary income	411896
Activities for generating funds	
Investment income	57
Income from charitable activities	45385
Other sources	
Total Income	457338

Expenditure:	£
Charitable activities	315507
Governance costs	2400
Cost of generating funds	
Other	
Total Expenditure	317907
(Deficit)/surplus for the year:	139431

Asset position at year end	£
Fixed assets	952
Investments	
Net current assets	233356
Long-term liabilities	
*Total A	234308

Reserves at year end	£
Endowment funds	
Restricted funds	152600
Unrestricted funds	81708
*Total B	234308

* Total A and Total B must be the same and should be taken from your balance sheet

9. Statutory funding

For the financial year above, what % of your income was from statutory sources?

8%

10. Material changes

Describe any material changes to the organisation's activities, structure or financial position since the date of the most recent accounts:

We now have 5 full-time and two part-time staff. One part-time staff member will be leaving in December 2012 due to the return of a part-time staff member from Maternity Leave. A new full time post is planned for February 2013. We now have approximately 50 volunteers.

11. Previous applications to the Trust

Have you applied to the Trust before? If so, please give details:					<input checked="" type="checkbox"/>
Month/Year: -	/ -	Ref:	Grant received: £	OR application rejected	<input type="checkbox"/>
Month/Year: -	/ -	Ref:	Grant received: £	OR application rejected	<input type="checkbox"/>
Month/Year: -	/ -	Ref:	Grant received: £	OR application rejected	<input type="checkbox"/>

12. Previous funding received

Funding received by your organisation from the following sources during the last **THREE** years:
(i) City of London (other than the City Bridge Trust) **(ii)** London boroughs **(iii)** London Councils (formerly ALG)
(iv) Health authorities **(v)** Central government departments **(vi)** Other statutory bodies (e.g. Housing Corporation, Arts Council) - List source, years and annual amounts:

	Year: 2009	Year: 2010	Year: 2011
(i)	0	0	0
(ii) Haringey Youth Offending Servi	0	0	14,209
(iii)	0	0	0
(iv)	0	0	0
(v) Home Office	34,000	0	0
(vi) Met Police	0	1,673	0

13. Previous grants received

Grants received by your organisation from charitable trusts and foundations (other than the City Bridge Trust) during the last **TWO** years. List source, years and annual amounts:

	Year: 2010	Year: 2011
Monument Trust	100,000	155,000
Getty Trust	25,000	50,000
Esmee Fairbairn	30,000	30,000
Maria Marina Foundation	54,000	84,000
Dispossessed Fund		8,896

14. What steps is your organisation taking to reduce its carbon footprint?

Khulisa allocates due attention to its carbon footprint. Taking into consideration the rising concerns about environmental problems, we encourage our staff and volunteers to support and get involved in environmentally friendly activities. We are committed to enhancing environmental sustainability in accordance with Environmental Legislation and Regulation. Our dedication is also demonstrated through our cautious approach to all products we buy, focusing on the purchase of recycled, fair-trade and ethically approved products when available, sensible use and conservation of water and the use of public transport wherever it is feasible. We are committed to reducing energy consumption and use energy efficient technologies as well as re-using or waste recycling when possible. Bearing in mind the impact which climate change has on our lives and collective future, we operate in an environmentally sensitive manner and support others to do the same.

15. Purpose

Complete this section whatever the amount of grant requested. **In addition**, if the request is for £25,000 or more in total, a fuller proposal should be sent with this form. Also, if your application is for all or part of new or existing post(s), please enclose a copy of the relevant job description(s) including the salary level.

In order to provide the right information, please refer to guidance note 15 before completing this section.

Our Self Referral project is a series open cohort community programmes for ex-offenders who experience difficulties in managing their violence and anger and are attempting to resettle after custody. The project will be open to referrals from statutory services (such as probations, Youth Offending Teams, Social Services) but primarily for self referrals by community members. By offering a Silence the Violence Self Referral service, Khulisa is also able to support and guide participants before, during and after the programme through our staff and volunteer base.

Silence the Violence is based on therapeutic methods leading to violence-reduction through motivational person-centred behaviour change. Initially an offender rehabilitation programme, it has been adapted for community members facing significant personal barriers and ex-offenders who are attempting to resettle and re-enter their communities. Often feeling un-heard by social services and/or un-supported by the probation, our programmes provide a resource these individuals can turn to free of charge. The programme fits well with the Positive Transitions to Independent Living theme of the Trust. Our initiative works as a clear signpost in the right direction for the least supported individuals facing difficult challenges.

The core of our programme consists of 10 modules of 2-3 hour facilitated sessions (usually run over the course of 5 consecutive days) using methodologies and approaches that include group and cognitive behavioural therapy, a developmental/strengths based approach and therapeutic methods including drama therapy, mask-making and mirror work. There are 10-15 direct participants per programme, whereas the number of implied beneficiaries is three times as high given the impact on family and/or community. The programme teaches individuals how to manage their aggression and emotions, offering them opportunities to (re)build self-confidence helping social integration and preventing violence and reoffending.

The course illustrates how violence (physical, emotional, and verbal) can become ingrained in cultures and belief systems and how it emerges in daily interactions. It particularly aims to identify the root of anger/violence in people's lives. Understanding causes allows an aggressive individual to come to terms with their actions, realise the impact of their acts both on themselves and others; change their attitudes and behaviour. In the short term, participants will be calmer, less violent and able to focus on their futures. In the long term, it means less offending and victimisation.

Ongoing support and engagement includes group and 1:1 sessions, referrals onto other training, employment and education opportunities as well as regular "alumni" meetings to reflect on progress and exchange experiences, tips and coping strategies.

External assessments of our model have revealed strengths of the program including (a) diversity of accommodated theories; (b) flow and sequence of sessions; (c) sharing of personal stories by facilitators, which is not a common practice in the UK. Participants have emphasized the "thought-provoking" effect of the course and that they felt "listened to" and "respected". In other words, their self-esteem and motivation have increased. Our work has produced tangible outcomes including reduced reoffending, better resettlement, and increased empathy towards victims among others. Additionally, Dr. Nicola Graham-Kevan, a forensic psychologist from University of Central Lancashire found significant statistical improvement in participants' coping skills & empathy, personal distress, anger management and levels of aggression.

"As someone that has completed over nineteen years in custody and has consequently completed numerous personal development courses I can honestly say that the course is the most beneficial and best delivered course that I have experienced" (Ex-offender, 2011).

16. Explain how you will monitor and evaluate both your own outcomes and those of the programme under which you are applying.

Khulisa constantly monitors its programmes to ensure our participants get the best possible service and intended outcomes including:

- . Pre and post-assessment questionnaires to track behaviour change;
- . A facilitator's report which includes daily session logs and the monitoring of each participant;
- . Participant's written feedback for each day of the course and post-course;
- . Follow up with support groups to ascertain the maintenance of behaviour change;
- . 6 months to one year follow up to track longitudinal behaviour change and re-offending rates;
- . Community assessments tracked through local partners and forums

Khulisa contracts Dr. Nicola Graham-Kevan, a forensic psychologist from University of Central Lancashire, to analyse and interpret the pre and post-programme data on behaviour change along with longitudinal tracking. Khulisa has access to the Matrix Evidence, Ltd Economic Impact Assessment Tool which provides a cost-benefit analysis on (re)offending rates.

17. Beneficiaries

How many people will benefit from the grant per year? **Year 1: 30-45; year 2: 40 -60; year 3: 60-90. Indirect beneficiaries would be twice this.**

In which local authority is your organisation based?

Islington

Which borough(s) of Greater London will benefit from this grant?

(if more than one, please give % for each)

Islington, Newham and Lambeth

At what address will the activity be located? **Various, depending on community need**

What age group will benefit? **18+**

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

	%		%
White - British		Black - Caribbean	
White - Irish		Black - African	
White - Other (please describe)		Black - Other (please describe)	
Asian - Indian		Black - British	
Asian - Pakistani		Chinese	
Asian - Bangladeshi			
Asian - Other (please describe)		Other (please describe)	
Open to everyone			100

What proportion of the beneficiaries will be disabled people?

While still unknown estimate is 20-30 % will have learning disabilities such as ADHD, dyspraxia and dyslexia.

18. Funding required for the project

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

(List main expenditure headings and amounts)

Expenditure heading	Year 1 £	Year 2 £	Year 3 £	Total £
Facilitator Fees	7,500	10,000	15,000	22,500
Programme Manager	7,840	10,453	15,680	33,973
Pre-Assessment & Support Group Session	7,875	10,500	15,750	34,125
Materials & Manuals	2,250	3,000	4,500	9,750
Food & Beverage	1,590	2,120	3,180	6,890
Transportation & Accomodation	4,035	5,380	8,070	17,485
Evaluation & Assessment	1,500	2,000	3,000	6,500
Admin & Overheads (office, phone, etc.)	4,889	6,518	9,777	21,184
TOTAL	37,479	49,971	74,957	162,407

What income has already been raised?

(List amounts and main sources)

Source	Year 1 £	Year 2 £	Year 3 £	Total £
Monument Trust - core support	2,500			2,500
TOTAL				

What other funders are currently considering the proposal?

Allen Lane Foundation, the Worshipful Company of Weavers and others being identified such as Porticus Trust and Santander Foundation.

19. Funding requested from the Trust

How much is requested from the Trust? (List main expenditure headings and amounts)

Expenditure heading	Year 1 £	Year 2 £	Year 3 £	Total £
Facilitator Fees	7,000	7,000	7,000	21,000
Programme Manager	6,500	6,000	5,000	17,500
Pre-Assessment & Support Group Session	6,500	6,500	6,500	19,500
Materials & Manuals	1,500	1,000	1,000	3,500
Transportation & Accomodation	4,000	4,000	4,000	12,000
Evaluation & Assessment	500	1,000	1,000	2,500
Admin & Overheads (office, phone, etc.)	4,000	4,500	5,500	14,000
TOTAL	30,000	30,000	30,000	90,000

20. Funding requested from the Trust (continued)

When will the funding be required? **Ideally the project will start in November 2012**

Is the activity to continue beyond the period for which funding is requested?

If so, how will it be resourced? **We would like to continue the project beyond three years, but at this stage we are still in the process of developing our Community Self-Referral Programme. Consequently we do not have funding and partners in place to ensure its continuity. It is very much part of our strategy to plan for its long-term delivery and we will also be pursuing commissioning and local authority direct payments.**

If any planning or other statutory consents are required for the project to proceed, what stage have the applications reached? **N/A**

Declaration on behalf of applicant organisation

I, **Simon Fulford** (your name)


am an authorised representative of

Khulisa (your organisation)

within which I am **Chief Executive** (your position)

To the best of my knowledge, all the information that I have provided in this application form is correct

Signature



Date **24 July 2012**

Return the completed form to: The City Bridge Trust

City of London
PO Box 270
Guildhall
London EC2P 2EJ

Please

- **do not send this application by fax or e-mail** – unless applying online, applications must be posted to the Trust
- **do send the information in the checklist** – if items are missing, your application will be returned to you
- **do send only the information in the checklist** – if further information is required, we will contact you
- **do ensure you have signed and dated this form** – we cannot accept forms which have not been signed and dated
- **do use the correct postage** – the completed form and additional materials are likely to exceed 100g in weight

ASSESSMENT CATEGORY - Strengthening the Third Sector

Hammersmith & Fulham Volunteer Centre

Ref: 11337

Adv: Tim Wilson

Amount requested: £150,000

Base: Hammersmith & Fulham

Benefit: Hammersmith & Fulham, Brent

Purpose of grant request: Salary for a full time Connecting Communities Project Manager, training, volunteers expenses and some overheads.

Background

Hammersmith & Fulham Volunteer Centre (H&FVC) promotes and supports voluntary activity as a means to get people into employment, education or training. The organisation works in an area of London with relatively high levels of unemployment amongst young people and the over 50s, and has developed several partnership projects with local businesses, statutory agencies and other charities to help target-groups develop skills and gain work placement opportunities. The charity itself also offers a number of volunteer placements, supporting people to learn new skills and gain work experience.

Funding History

You awarded H&FVC £120,000 in 2007 to provide employment law advice in Hammersmith & Fulham and Brent. All monitoring reports were rated 'good' and the grant was made historic some time ago. A grant of £93,000 was awarded in November 2000 for three years' support of a Volunteer Manager post.

Current Application

H&FVC seeks funding towards its Connecting Communities project which will work with organisations across Hammersmith & Fulham and Brent, supporting them to host quality volunteer placements for disadvantaged individuals. The project will also help volunteers gain the skills and experience that will enable them enter education, employment or training once their placement has finished.

The charity will use its existing network to identify suitable host agencies, aiming towards 100 organisations each year with an even split between the two boroughs. The 110 individuals involved in the programme each year will be unemployed, unskilled, and with limited work experience. The charity will seek to engage a significant proportion of individuals who face

additional impediments to gaining work experience, such as caring responsibilities, a history of offending, mental health issues or disabilities.

To support the successful delivery of this project, H&FVC will train 50 people in Volunteer Management, and they will provide additional capacity to support placement hosts and volunteers. The Project Manager will provide oversight and structure the programme, and outputs are based on H&FVC's experience of delivering comparable projects in the recent past.

The charity has set targets for numbers of volunteers achieving vocational qualifications and progressing into employment over the life of the Connecting Communities project.

Financial Observations

Accounts for the year ended 31st March 2012 show a surplus of £504 (0.08% of turnover).

H&FVC holds unrestricted free reserves of £192,571 which is equivalent to 3.7 months of total expenditure. Whilst the charity's policy on reserves could be clearer, and your officer has discussed this with H&FVC, the reserve holding is comparable with other charities of similar size.

Based on secured income, the charity currently anticipates a deficit of £74,516 for the year ending 31st March 2013 as a result of reductions in local authority grant funding. Although it has a number of applications pending with other funders, the best case year-end would result in a £50,000 deficit. This can be met by reserves and the charity will scale down activity in 2013-14 to avoid another large deficit.

Officer's Appraisal

This proposal is both an ambitious and creative way of using H&FVC's extensive network to create high-quality placements that will enable people with limited experience and qualifications to get a foot on the ladder towards employment. The use of a network of volunteer managers allows the project to operate on a larger scale than would otherwise be possible if it relied on a single staff member. There are support costs built into the project budget to provide additional training and child care to those volunteers who might need extra support, and the charity is ambitious about extending this project to 'hard to engage' individuals who would otherwise face practical difficulties gaining work experience.

Recommendation

£150,000 over three years (3 x £50,000) for a full-time Connecting Communities Project Coordinator, on-costs and associated project support costs.



The City Bridge Trust

Charity Registration Number: 1035628

Working with Londoners: Application for a grant

Please read the guidance notes before completing this form

Reference: (office use only) 11337
Date Received: 6 Aug 2012
Programme Area: 7

1. About your organisation

Name of organisation applying for grant: Hammersmith & Fulham Volunteer Centre	
If the organisation is part of a larger organisation, what is its name? N/A	
Address for correspondence 148 KING STREET, HAMMERSMITH, LONDON W6 0QU	
Postcode: OQU	
Is this your home address? No	
Contact person: Mr Ms Marion Schumann	Position: Director
Phone: 0208-741-9876	Fax: 0208-741-3344
E-mail: marion@hfvc.org.uk	
Website: www.hfvc.org.uk	
Legal status of organisation: CHARITY	
If registered, please give charity number: 1062032	
Year and month organisation established: 1996	

RECEIVED
The City Bridge Trust
06 AUG 2012
Box

RECEIVED
The City Bridge Trust
09 AUG 2012

2. Request for funds

Under which of the Trust's themes are you applying (see our website or brochure for further details)? Strengthening the Third Sector
Purpose for which funds are requested: (25 words maximum) Salary for F/T Connecting Communities Project Manager, training, vols expenses and some overheads
How much funding is requested? Year 1: £50,000 Year 2: £50,000 Year 3: £50,000 Total: £150,000

3. Aims of your organisation

The overall aims of HFVC A) is to promote and develop volunteering opportunities B) to recruit, place and support volunteers and in particular people from BAME/R/WWC Communities so as to increase the involvement of these communities and to provide assistance through Information, Advice, Guidance (IAG) & training in order to get people into volunteering, work and/or education C) to develop good practice in the use of volunteers in Hammersmith & Fulham by providing information, training, support, advice to voluntary organisations in their use of volunteers D) to improve services for the community through the facilitation of volunteering opportunities E) to promote volunteering to the Voluntary, Statutory and Business Sectors to minimise social exclusion in the development of social and employment skills. F) to maintain the viability of HFVC through fundraising activities and the development of services G) to facilitate one off volunteering challenges for the business sector, to develop employee volunteering, & Skills Based Volunteering.

4. Main activities of your organisation

A) encourages volunteering in H&F and West London by disseminating information on local volunteering opportunities to prospective volunteers. B) recruits, supports and places volunteers with voluntary organisations, community groups and statutory service providers. C) provides support and training to the above groups and volunteers, and also BAME/R groups/ White Working Class (WWC) and Eastern Europeans. D) promotes good practice to VIOs, by organising and delivering training on a wide range of issues i.e. Volunteers & the Law; Volunteers with Extra Support Needs; Involving Young Volunteers, Good Practice and Volunteer Management. E) runs the Volunteer Organisers' Forum, disseminating IAG, and support to VIOs in H&F that use volunteers, and which enables user organisations to network and share skills and experiences. F) works with H&F Council on delivering the Transforming Local Infrastructure; works with the DWP/ JCP & West London Network to deliver the Volunteer Brokerage Scheme in H&F. H) runs Events 4 Youth, & AIM, 2 Big Lottery projects and Creative Minds, Comic Relief; I) runs Employee Volunteering, enabling local companies to contribute to the voluntary sector in terms of volunteering, secondment and donations of both cash and kind.

5. Number of staff

Full-time	Part-time	Management committee members	Active volunteers
9	4	10	15

6. How do you support your volunteers?

Through IAG, training, 1-1 supervision; monthly follow ups; providing quality volunteer placements, work experience placements, assistance into employment, education and training; volunteer expenses; limited childcare; reward & recognition, references

7. Property occupied by your organisation

Is the main property owned or leased/rented by your organisation?	If leased/rented, how long is the outstanding lease/rental agreement?
Leased	5yrs

8. Finance

From your most recent audited or independently examined accounts, complete the following:

Financial year ended -

Month: **March**

Year: **2012**

Income received from:	£
Voluntary income	50,000
Activities for generating funds	36,382
Investment income	157
Income from charitable activities	537,959
Other sources	
Total Income	624,498

Expenditure:	£
Charitable activities	606,452
Governance costs	13,358
Cost of generating funds	4,184
Other	
Total Expenditure	623,994
(Deficit)/surplus for the year:	504

Asset position at year end	£
Fixed assets	2,246
Investments	
Net current assets	203,394
Long-term liabilities	(4,310)
*Total A	201,330

Reserves at year end	£
Endowment funds	
Restricted funds	6,513
Unrestricted funds	194,817
*Total B	201,330

* Total A and Total B must be the same and should be taken from your balance sheet

9. Statutory funding

For the financial year above, what % of your income was from statutory sources?
49%

10. Material changes

Describe any material changes to the organisation's activities, structure or financial position since the date of the most recent accounts:

11. Previous applications to the Trust

Have you applied to the Trust before? If so, please give details:						<input checked="" type="checkbox"/>
Month/Year: Apr	/	2007	Ref: 7592	Grant received: £120000	OR application rejected	<input type="checkbox"/>
Month/Year: -	/	-	Ref:	Grant received: £	OR application rejected	<input type="checkbox"/>
Month/Year: -	/	-	Ref:	Grant received: £	OR application rejected	<input type="checkbox"/>

12. Previous funding received

Funding received by your organisation from the following sources during the last **THREE** years:
(i) City of London (other than the City Bridge Trust) **(ii)** London boroughs **(iii)** London Councils (formerly ALG)
(iv) Health authorities **(v)** Central government departments **(vi)** Other statutory bodies (e.g. Housing Corporation, Arts Council) - List source, years and annual amounts:

	Year: 2009	Year: 2010	Year: 2011
(i)			
(ii) London boroughs	216531	204370	125945
(iii)			
(iv) Health authorities	0	44584	0
(v) Central gov't dep't	74513	375857	388347
(vi) Other statutory bodies	323392	242732	6000

13. Previous grants received

Grants received by your organisation from charitable trusts and foundations (other than the City Bridge Trust) during the last **TWO** years. List source, years and annual amounts:

	Year: 2010	Year: 2011
Loyds TSB Foundation Trust		17500
Charities Aid Foundation	3000	0
John Lyons Trust	30000	0
Noble Execution Trust	0	15000
Comic Relief		13053

14. What steps is your organisation taking to reduce its carbon footprint?

- All energy usage on HFVC premises or locations used by HFVC is controlled to ensure the lowest usage attainable within acceptable Health and Safety limitations.
- Use of water, fuels and other natural resources is controlled to minimise the usage and maximise the re usage of the resource. *Minimising the amount of waste for eventual disposal through a progressive approach: reducing the production of waste; * reusing materials where possible; * recycling everything possible ;recovering energy from the residue ;Solid and other wastes, particularly hazardous wastes are disposed of through appropriate public authority facilities and services;To reduce the environmental impact of the goods and services consumed by HFVC through a sensitive purchasing policy and the influencing of companies, bodies or groups with whom HFVC deals, by means of specifications or conditions, to adopt the same standards
- To reduce the environmental impact of traffic in London by maximising the business usage of public transport system, bicycle, walking or any other feasible alternative to the private car, and by other measures to reduce pollution and accidents.

15. Purpose

Complete this section whatever the amount of grant requested. **In addition**, if the request is for £25,000 or more in total, a fuller proposal should be sent with this form. Also, if your application is for all or part of new or existing post(s), please enclose a copy of the relevant job description(s) including the salary level.

In order to provide the right information, please refer to guidance note 15 before completing this section.

The grant will be used for the post of Connecting Communities Coordinator; some running costs; training and Volunteer expenses. Our project meets the CBT's criteria in many ways, and would enable HFVC to continue its work and benefit marginalised communities in H&F & Brent through: - Promoting and encouraging volunteering and community involvement throughout the 2 boroughs and particularly amongst socially excluded and disadvantaged groups. Through volunteering, members of the public are able to become involved in their community.

The Project will: - A. continue to promote volunteering throughout the 2 boroughs, prioritising the recruitment of under represented sections as stated above. B provide potentially 100+ voluntary organisations and community groups with appropriate volunteers, annually (50 each borough). C. use volunteering as part of capacity building linked to employment initiatives, and conduct weekly job search for unemployed clients wanting to work. D. facilitate and increase membership of the Volunteer Organisers' Forum (Disabilities), to share information, support, facilitate consultation and inter-agency networking. E. provide training for voluntary sector agencies on issues of policy and good practice in the use of volunteers and will run 4 training sessions per year (1 qtrly) F. improve the performance of organisations and the quality of service delivery by providing volunteers with ongoing support and training. G. ensure effective management of our volunteering services and continue this through monitoring and evaluation. H recruit, counsel, place and support over 110 volunteers, annually, in appropriate user agency placements/ events/, as well as provide training which will enhance their skills and employability. The partners for this Project will be CaVSA; CVS Brent; H&F Mind; Brent Mind; HAFAD; Refugee Forums; Chelsea, Fulham and QPR FCs.

Our Connecting Communities project will deliver the following outputs in H&F and Brent, annually; - Target & Recruit 110 Volunteers; work with 100 groups (50 in each borough)

110 Volunteers will be trained and placed, in Volunteer Placements and have the opportunity to be placed in a Business Placement, thereby assisting Businesses on Diversity issues/EOP access and help develop W4U's Skilled Based Volunteering Programme.

50 Volunteers & Groups will be trained in Volunteer Management, from this we will create 20 Volunteer Champions, to promote, publicise and sustain the CC Project

50 Volunteers will be trained in Fundraising for Community projects

50 Volunteers will be supported into career focused work placements.

12 Volunteers will achieve an IT certificate

12 Volunteers will achieve a Food & Hygiene certificate

12 Volunteers will achieve H&S training certificate

By providing organisations with volunteers, we will enable many organisations that entirely rely on volunteers to operate in and help build their local community. HFVC from experience increases the skills, confidence and capacity of both volunteers and voluntary organisations and community groups using volunteers. A benefiting factor for all potential volunteers from the Project is that they will be offered an interview and training in response to their needs. If they are interested in employment, they will be offered placements in a wide variety of organisations where they can receive on the job training and the opportunity to gain experience in a range of work areas. This enables these volunteers, many of whom are unemployed and socially excluded, to gain confidence, enhance skills, overcome depression and isolation and increase their employability. If they are interested in contributing meaningfully to their community they will be encouraged to participate in schemes, such as befriending; reading in schools to children; assisting with numeracy in schools; mentoring; joining a local decision making sub group; or getting involved in green issues such as removing graffiti or park clearances (these activities will be done in conjunction with local businesses as 'one-off challenges'). Our experience in running an Employee Supported Volunteering scheme has made our local businesses active in our community and in making a real difference by being involved in challenges, which benefit voluntary organisations and individuals who are the recipients. We have set up a Social Enterprise Works 4 U, working solely with businesses and the V&C sector to run challenges and develop a Skills Based Volunteering Programme in both boroughs, this will bring added value to this Project.

16. Explain how you will monitor and evaluate both your own outcomes and those of the programme under which you are applying.

HFVC monitors progress using a range of mechanisms, such as outreach and consultation, responses to surveys/ questionnaires. All information is collated and fed back, via Coordinator to the Director and Trustees, who use it to review; monitor progress against budgets and plan future work as necessary. Anticipated project benefits are usually achieved. The Agency has in place a comprehensive monitoring and evaluation system. It keeps quantitative and qualitative records i.e. numbers of volunteers recruited and placed in organisations; feedback from volunteers placed; feedback from clients on work experience /placements; feedback from groups offered advice, feedback from participants on training courses through evaluation forms, regular reviews via surveys of participating groups and by selected user feedback systems. Progress measurement helps us to ensure that the Project is achieving our objectives for it, and, towards this end, intend to monitor both outputs and outcomes. We measure progress with each user & group.

17. Beneficiaries

How many people will benefit from the grant per year? 110			
In which local authority is your organisation based? Hammersmith & Fulham			
Which borough(s) of Greater London will benefit from this grant? (if more than one, please give % for each) Hammersmith & Fulham & LB Brent			
At what address will the activity be located? 148, King Street, London W6 OQU			
What age group will benefit? 18yrs-75yrs			
What will the ethnic grouping(s) of the beneficiaries be?			
	%		%
White - British	30	Black - Caribbean	10
White - Irish	10	Black - African	15
White - Other (please describe) East Europeans	10	Black - Other (please describe)	
Asian - Indian	5	Black - British	
Asian - Pakistani	5	Chinese	5
Asian - Bangladeshi			
Asian - Other (please describe)		Other (please describe) Disabled	10
Open to everyone			
What proportion of the beneficiaries will be disabled people? TEN percent			

18. Funding required for the project

What is the total cost of the proposed activity/project?
(List main expenditure headings and amounts)

Expenditure heading	Year 1 £	Year 2 £	Year 3 £	Total £
Staff cost	40096	40898	41716	122709
Training & child care cost	4580	4580	4580	13740
Office running cost	7911	7190	6812	21913
TOTAL	52587	52668	53108	158362

What income has already been raised?
(List amounts and main sources)

Source	Year 1 £	Year 2 £	Year 3 £	Total £
LBH&F	2587	2668	3108	8363
TOTAL	2587	2668	3108	8363

What other funders are currently considering the proposal?

None

19. Funding requested from the Trust


How much is requested from the Trust? (List main expenditure headings and amounts)

Expenditure heading	Year 1 £	Year 2 £	Year 3 £	Total £
Staff cost	40096	40898	41716	122710
Training & child care cost	4580	4580	4580	13740
Office running cost	5324	4522	3704	13550
TOTAL	50000	50000	50000	150000

20. Funding requested from the Trust (continued)

When will the funding be required? Dec 2012/ Jan 2013
Is the activity to continue beyond the period for which funding is requested? If so, how will it be resourced? Yes, we will work with H&F & Brent Councils, local businesses and Registered Social Landlords, Trusts and Legacies for future funding, for part or totally.
If any planning or other statutory consents are required for the project to proceed, what stage have the applications reached? N/A

Declaration on behalf of applicant organisation

I, Marion Schumann (your name) JENNY MELROSE am an authorised representative of HFVC (your organisation) within which I am Director/Company Secretary (your position) HR/DEPUTY DIRECTOR To the best of my knowledge, all the information that I have provided in this application form is correct Signature:  Date 30.07.12
--

Return the completed form to: **The City Bridge Trust**
City of London
PO Box 270
Guildhall
London EC2P 2EJ

Please

- do not send this application by fax or e-mail – unless applying online, applications must be posted to the Trust
- do send the information in the checklist – if items are missing, your application will be returned to you
- do send only the information in the checklist – if further information is required, we will contact you
- do ensure you have signed and dated this form – we cannot accept forms which have not been signed and dated
- do use the correct postage – the completed form and additional materials are likely to exceed 100g in weight

Committee:	Date:	Item No.
The City Bridge Trust	10 th January 2013	
Subject: Strategic Initiative: "The Giving Gain: Philanthropy, London and Success"		Public
Report of: Chief Grants Officer		For Information
<u>Summary</u>		
<p>This paper proposes commissioning the Charterhouse and the Museum of London to develop an exhibition on Philanthropy in London Past and Present.</p>		
Recommendation		
<p>That Charterhouse is commissioned to develop an exhibition in philanthropy, in collaboration with the Museum of London, at a cost not exceeding £152,000, to be charged against your budget for strategic initiatives 2012-2013.</p>		

Main Report

1.0 Purpose

- 1.1 At your meeting in September 2012, you received a paper setting out the City of London Corporation's Strategy on Philanthropy. This had been discussed at the Resource Allocation Sub-Committee Away Day on 6th July 2012. The Strategy comprises philanthropic activities which you have been funding for the last 18 months, and others in development. At your last meeting, these activities were brought together under the banner of "City Philanthropy – a Wealth of Opportunity".
- 1.2 The overarching aim of City Philanthropy – a Wealth of Opportunity is to embed a culture of philanthropy in the City and promote London as a global centre for philanthropy. An exhibition on philanthropy in London would help in part to achieve that aspiration and is one of the activities referred to in paragraph 1.1.
- 1.3 As part of the City of London Corporation's Strategy on Philanthropy, officers were asked to explore options on a philanthropy exhibition in collaboration with the Museum of London and the Charterhouse. This paper outlines the context of this exhibition, provisionally entitled "The Giving Gain: Philanthropy, London and Success". It seeks your approval to commission the Charterhouse in collaboration with the Museum of

London to develop the exhibition, at a cost not exceeding £152,000, to be charged against your budget for strategic initiatives 2012-2013.

2.0 The Concept

- 2.1 Whilst the City has a proud tradition of philanthropy dating back to the Middle Ages, it is one of London's 'hidden' stories. There could not be a more opportune time to shine a light on the charitable activities of the City, looking at the past and the present of philanthropy in the City.
- 2.2 The exhibition will show how the City has been built on generosity and a sense of social responsibility which accompanied wealth and religious values.

3.0 Background

- 3.1 Your officers have had several meetings with representatives from the Charterhouse and the Museum of London, to discuss the feasibility of the philanthropy exhibition. As Members will know, the Charterhouse is a historic complex of buildings in Smithfield, dating back to the 14th Century. Founded in 1371, it was originally a Carthusian priory, then following dissolution in 16th Century, it became a Tudor mansion, than an almshouse and school. It is a registered charity.
- 3.2 Nowadays it is home to 40 pensioners known as 'brothers' and whilst open for pre-booked tours, much more use of it could be made if it was accessible to the wider public. The Charterhouse is undertaking a major refurbishment and to this end you have provided them with an access audit. The intention is to put the philanthropy exhibition on permanent display in the refurbished Charterhouse complex and for it to be loaned to other City venues from time to time.

4.0 Proposed Structure of the Exhibition

Attractive, well-designed display stands and interactive exhibits will include:

Introduction

- What is philanthropy?
- Who can be a philanthropist?
(examples to include contemporary figures)

The medieval philanthropist

- Interpretation of the Norfolk Cloister
- The religious impulse: the importance of charity to all religions

Philanthropy in London

- Philanthropy is embedded in every part of London and yesterday's philanthropic activity has built infrastructure and institutions that endure today – here there would be a story focused on Bridge House Estates and City Bridge Trust.

Who, why and what?

- 10 case studies of philanthropy over the centuries, illustrating inspiring stories demonstrating the complexities of what and why people give.
- Philanthropists past will include Dick Whittington, Sir John Cass, Thomas Sutton and the Livery Companies.
- Philanthropists present might include Arpad Busson, John Studzinski and the Hamlyn family.

Philanthropy in London Today

- How does giving in London/UK compare with other places?
- How can philanthropy be encouraged?
- Is it about rebranding philanthropy and making it more competitive?

5.0 The Exhibition

- 5.1 The exhibition would comprise a series of well-designed display boards accompanied by relevant artefacts and audio-visual aids, for example, showing interviews with contemporary philanthropists or possibly the Lord Mayor.
- 5.2 The flexible nature of the exhibition will mean that the display boards can also be exhibited at the Museum of London, where it will be launched. This would alert the public to the full exhibition at the Charterhouse. The exhibition will be well marketed and it could feature in other spaces, for example in the foyer of philanthropically minded businesses, Mansion House and/or Guildhall. The exhibition will be further promoted through public events and lectures.
- 5.3 It is hoped that the exhibition would be completed and launched in September or October 2013, within the Mayoralty of Alderman Gifford, who has as one of his Mayoralty themes the promotion of London as a global centre for philanthropy.

6.0 Costings

- 6.1 A detailed budget is annexed at A, the total cost not to exceed £152,000. If you approved this initiative, the cost would be charged against your allocation of £1,347,500 for Strategic Initiatives 2012/13. To date you

have allocated £1,128,410, as set out in Table 1 below. If you approve the Strategic Initiative included in today's meeting, there will be a balance of £67,090 remaining for the year.

Table 1: Strategic initiatives 2012/13

Strategic Initiatives	Committee date	£
Already agreed in advance for this financial year:		
Quinquennial Review Horizon Scanning	16/02/2012	50,000
Social Investment Specialist Role	15/03/2012	50,000
<i>(The above were entered in the budget record in April 2012)</i>		
Learning & Sharing Strategy	26/04/2012	124,000
Reading Agency	26/04/2012	50,000
Beacon Award	26/04/2012	32,500
Greening Third Sector	26/04/2012	75,000
Lord Mayor's Show	31/05/2012	24,110
The Lord Mayor's Continuum (pending conditions)	18/07/2012	65,000
Literary initiative in Islington	27/09/2012	72,300
London Time Credits	31/10/2012	164,500
Ladder for London - Evening Standard campaign for more apprenticeships in London.	31/10/2012	140,000
City Philanthropy	29/11/2012	160,000
The Funding Network	29/11/2012	30,000
Young Philanthropy	29/11/2012	41,000
NCVO/VE Merger	29/11/2012	50,000
For this meeting:		
The Giving Gain	10/01/2013	152,000
	Total	1,280,410
	<i>Sum available</i>	<i>1,347,500</i>
	<i>Balance remaining</i>	<i>67,090</i>

7.0 Conclusion

- 7.1 Whilst there have been a few examples of exhibitions featuring aspects of the 'charitable City', notably the widely acclaimed Butcher, Baker, Candlestick Maker exhibition which was part of Celebrate the City; London lacks a permanent exhibition about the 'story' of philanthropy.
- 7.2 The exhibition will underline the importance of philanthropy now and in the future by demonstrating the impact that the generosity of individuals, businesses and charities has had on the creation and development of one of the world's greatest cities.
- 7.3 The exhibition will play a vital and sustainable role in promoting City Philanthropy – a Wealth of Opportunity; promoting the Mayoralty and the historic and dynamic role of Bridge House Estates, bringing due recognition to the role of the City of London Corporation as its trustee.

8.0 Recommendation

That Charterhouse is commissioned to develop an exhibition in philanthropy, in collaboration with the Museum of London, at a cost not exceeding £152,000, to be charged against your budget for strategic initiatives 2012-2013.

Clare Thomas, Chief Grants Officer
020 7332 3711
Clare.Thomas@cityoflondon.gov.uk
Report written: 18th December 2012

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Budget for Philanthropy Exhibition

<i>Budget Heading</i>	<i>£</i>
Exhibition 2D & 3D Design Fees	15,000
Research and copyediting	4,000
SUB-TOTAL FEES:	19,000
PRODUCTION	
AV software (Digital Map Interactive) To include: research and development, production, animations and copyrights	7,000
AV Hardware and instillation)	12,000
Display panel system , cases and other set works (inc. walls, case internals, flooring etc)	40,000
Electrics, Lighting Consumables, security	7,000
Graphic Production	11,000
(including Graphic production, illustrator and copyrights: design fee covered in 1 above)	
Object Mounts and frames: conservation expenses	2,750
SUB-TOTAL PRODUCTION:	79,750
OTHER	
Associated public events eg lectures	12,000
Marketing (include print leaflet, cost of advertising, press view)	15,600
Launch Event	7,500
Invigilation during public hours	5,000
SUB-TOTAL, OTHER:	40,100
Sub-Total	138,850
Contingency (10%)	13,885
TOTAL	152,735

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Committee(s):	Date(s):
The City Bridge Trust	10 th January 2013
Subject: Applications recommended for rejection	Public
Report of: Chief Grants Officer	For Decision
<p><u>Summary</u></p> <p>This report and the accompanying schedule outlines a total of 16 grant applications that, for the reason(s) identified, are recommended for rejection.</p> <p><u>Recommendation</u></p> <p>That the grant applications detailed in the accompanying schedules be rejected.</p>	

Main Report

1. There are a total of 16 applications recommended for rejection at this meeting – all under your Working with Londoners programme. They are listed within categories in the accompanying schedules. In each case the “purpose” that is used to describe the application is that provided by the applicant organisation. All the recommendations are based on criteria set out in your Policy Guidance.
2. Copies of these application forms are available to view in the Members’ Reading Room. If any Committee Member wishes to query any of the recommendations, this can either be done at the meeting, in which case the decision may be deferred while full details are provided to the Member concerned, or by contacting the Trust office in advance of the meeting so that an explanation can be provided prior to or at the meeting.

Contact:

Stewart Goshawk, Principal Grants Officer
 020 7332 3712 stewart.goshawk@cityoflondon.gov.uk
 Report written: 21/12/12

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THE CITY BRIDGE TRUST

The City Bridge Trust Committee - 10 January 2010

Summary of Recommendations for Rejection - Working with Londoners and Growing Localities

Ref & Organisation	Purpose	Reason for Recommendation for Rejection	Amount Requested	Grants Officer & Area
11465 Acknowledging Youths CIC	To cover the entire cost of the accredited courses that we offer as well as revenue and capital cost pertaining to the organisation.	A new organisation, seeking a very large grant which is not your policy.	£223,797	SG Westminster
11447 Brent Play Association	To improve community relations by bringing together groups of adults and children, including those with special needs to achieve positive individual and collective outcomes	This application seeks funding towards the organisation's general activities rather than a specific 'bridging communities' project.	£125,735	SG Brent
11409 Crescent Work 4All	The main objective of this project is to prepare young people to meet the challenges of adolescence and adulthood through a coordinated, progressive series of activities and experiences which help the	An incomplete application with no supporting documentation whatsoever, making a full assessment impossible.	£40,000	SG

Ref & Organisation	Purpose	Reason for Recommendation for Rejection	Amount Requested	Grants Officer & Area
11444 YOH Ltd	The set-up and implementation phase of a partnership-based governance project to manage services to meet locally identified needs on Hackney's Haggerston West and Kingsland Estates.	This application seeks funding towards the costs of tenant involvement - local community management schemes - which does not sufficiently address the criteria of your 'bridging communities' programme.	£15,450	SG Hackney
<i>Total Bridging Communities (4 items)</i>			<u>£404,982</u>	
<u>Improving Londoners' Mental Health</u>				
11385 Adfam	To provide support to families affected by dual diagnosis where a family member is homeless, transient or sleeping rough.	This application seeks funding for work to support the families of homeless drug users - which falls outside your criteria.	£199,884	SG Hackney
11442 African Heritage and Educational Centre	Tackling mental health issues in children (ages 9 to 11) & families through educational activities, information & advice leading to early intervention in mental health issues affecting their learning journey.	The focus of this application is general prevention of mental ill health and this falls outside your current funding priorities.	£58,028	TW Waltham Forest
11464 Bench Outreach	To increase the effectiveness of our advice, sign posting, referral and advocacy service to homeless clients to support services including mental health services.	This application seeks funding for general support for homeless people, which is not specifically targeting any of your funding criteria.	£86,409	SG Lewisham

Ref & Organisation	Purpose	Reason for Recommendation for Rejection	Amount Requested	Grants Officer & Area
11341 Hillingdon Free Schools Ltd	To lessen neighbourhood tensions, by provision of advice on housing and accesibility to them/ neighbourhood football engagement,feeding lunch to the homeless and at risk parents.	A new organisation asking for a very large sum, which is not your policy.	£720,000	SG Hillingdon
11397 Mifal Tzedoko Vochesed Ltd	To train Psychologists, Psychotherapists and Mental Health Profesionals and help clients pay for therapy and counselling when facing depression, anxiety and other mental health issues.	This application seeks funding for course costs for trainee psychotherapists, which falls outside of your funding criteria.	£12,000	SG Hackney
11482 Montessori Education for Autism	Support a project for school age children who are unable to access their schooling, possibly already expelled or excluded, because of their sensory difficulties.	This application seeks funding for what is essentially specialist after school provision, which does not meet your criteria.	£24,000	SG Greenwich
<i>Total Improving Londoners' Mental Health (6 items)</i>			<u>£1,100,321</u>	
<u>London's Environment</u>				
11484 Camden and Westminster Refugee Training Partnership (C&WRTP)	Funds will be used on work to support the environmental education on waste minimisation and recycling for refugees in London boroughs of Camden and Westminster	This request seeks funding for a purpose, previously funded, where a three year gap has not expired.	£59,253	SG Camden

Ref & Organisation	Purpose	Reason for Recommendation for Rejection	Amount Requested	Grants Officer & Area
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Total London's Environment (1 item)

£59,253

Older Londoners

11445 Hertfordshire Hearing Advisory Service	The Charity would like to operate a one year pilot 'Hearing Support Service' scheme to support people using NHS hearing aids.	The applicant organisation's area of benefit is "Hertfordshire and Bedfordshire" and it is therefore outside of its legal remit to work in LB Enfield.	£24,900	SG Outside London
11402 Light Foundation Ltd	Salary for a full time administrator and ICT skills staff member and running costs.	A new organisation unable to demonstrate the necessary track record to be eligible for consideration.	£60,000	SG Hounslow

Total Older Londoners (2 items)

£84,900

Positive Transitions to Independent Living

11452 Alone in London	To contribute towards the cost of Family Connect, a prevention of young ex-offenders becoming homeless, re-offending and becoming re-incarcerated project.	Organisation is part of a major Housing Association and therefore should be able to find the meagre sum requested from its own resources.	£22,500	CR Hackney
11450 Diaspora Community Projects	To recruit, vet and train 'BME Community Champions' to become volunteers, to visit and support the lonely, less able local members of BME community.	A relatively small organisation seeking a very large award which is not your policy.	£219,600	SG Barking & Dagenham

Ref & Organisation	Purpose	Reason for Recommendation for Rejection	Amount Requested	Grants Officer & Area
11412 PBC Foundation	To recruit and train a new regional volunteer coordinator, who will offer local information and support services to those affected by PBC in Greater London.	A charity with a national remit seeking a very small sum for its London work, which is not your policy.	£1,500	SG Outside London
<i>Total Positive Transitions to Independent Living (3 items)</i>			<u>£243,600</u>	
Grand Totals (16 items)			£1,893,056	

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Agenda Item 9a

Committee:	Date(s):
The City Bridge Trust	10 th January 2013
Subject: Withdrawn & Lapsed Applications (Working with Londoners and Growing Localities programmes)	Public
Report of: Chief Grants Officer	For Information
<u>Summary</u>	
<p>This Report draws your attention to those applications to the Working with Londoners and Growing Localities programmes which have been subsequently withdrawn by the applicant or lapsed due to additional information not forthcoming.</p>	
Recommendation	
That you receive this report and note its contents	

Withdrawn Applications:

Organisation

Purpose of Request

City Temple

"City Temple must replace its lift, which is essential for the accessibility of the building. The present lift is at the end of its working life."

This application has been held pending the outcome of decisions on building work on neighbouring properties. It is likely to be some time until this process is finished and given the time elapsed since application, the organisation has decided to withdraw its request.

Greater London Forum for Older People (The GLF)

"PROJECT EXTENSION 'To facilitate the pan London and local borough engagement and voice of minority ethnic older Londoners in strategic policy and local service provision'"

This application has been withdrawn and re-submitted by the parent body (elsewhere in your papers today).

**Merton and Lambeth
Citizens Advice (MLCAB)**

“To set up and run Advice Guiders, a project based in community organisations, delivered by volunteers from minority communities, to provide assisted information and support to their communities.”

Following a change of leadership, the organisation has decided to withdraw its application and may re-submit once it has completed a strategic review.

**Southwark Day Centre for
Asylum Seekers**

“To employ a Volunteers Manager to manage, develop and support 60+ volunteers, thereby improving community relations between asylum seekers and refugees and the wider community (24).”

Following discussions with your officer the organisation has decided to withdraw their application and re-apply with a proposal that better meets your priorities.

Roots and Shoots

“To provide a 'Green Doctor Service' to the London -wide community by the two resident 'doctors' at Roots and Shoots.”

The organisation has prioritised another new project where funding has been offered.

**Southwark Day Centre for
Asylum Seekers**

“To employ a Volunteers Manager to manage, develop and support 60+ volunteers, thereby improving community relations between asylum seekers and refugees and the wider community (24).”

Following discussions with your officer the organisation has decided to withdraw their application and re-apply with a proposal that better meets your priorities.

**MIND in Ealing &
Hounslow**

“To empower through advice, guidance, information and engagement refugees and asylum seekers living with a range of mental health issues in the two London

boroughs of Ealing and Hounslow.”

The organisation has been through a period of change and restructuring. A revised application is likely to be submitted in the light of this.

Protection Against Stalking

“A caseworker to assist and support isolated and vulnerable female victims of stalking and harassment.”

Application withdrawn as the work is now going to be delivered by a different organisation.

City of London Festival

“The Festival will work with thirty-five schools from the City's neighbouring boroughs to produce art work from recycled materials for the 2013 Festival Procession.”

The organisation had misunderstood your rules over timing of repeat applications, and applied before it was eligible. It has therefore withdrawn this application.

Age UK London

“To enable the 33 London forums for older people to implement an optimised model of activism and to establish and evidence their impact.”

This application has been withdrawn in favour of another project (elsewhere in your papers today).

Southwark Vietnamese Chinese Community

“To set up a health promotion project encouraging older people to lead a more active life style.”

Following your Officer's advice, the organisation has decided to withdraw their application and resubmit it once they have secured further funding.

Total Withdrawn Applications: 10
Total Lapsed Applications: 0

Recommendation

That you receive this report and note its contents.

Contact:

Stewart Goshawk, Principal Grants Officer

Tel: 020 7332 3712

Email: stewart.goshawk@cityoflondon.gov.uk

Date report written: 20/12/12

Committee:	Date(s):
The City Bridge Trust	10 th January 2013
Subject: Grants Approved under Delegated Authority	Public
Report of: Chief Grants Officer	For Information
<p><u>Summary</u></p> <p>This Report draws your attention to 5 applications which have been approved under delegated authority either by the Chairman and Deputy Chairman or by the Chief Grants Officer.</p> <p>Recommendation</p> <p>That you receive this report and note its contents</p>	

By the Chairman and Deputy Chairman

Organisation

Amount and Purpose of Grant

Women's Environmental Network Trust

£10,000 over two years (£2 x 5,000) towards the salary and project costs to provide a package of outreach support to four BAME women-led community food growing projects in Tower Hamlets.

London Orchard Project Ltd

£24,950 for the employment of a project manager and associated overhead costs for a third and final year, subject to a satisfactory report on the second year of the existing grant.

Ascension Community Trust

£24,400 over two years (£12,000; £12,400) towards the continuing cost of the Elders Project Co-ordinator's salary.

Somali Well Woman Project

£17,500 for a third and final year for the salary of a part time health link worker and costs to develop healthy lifestyle programmes for Somali elders, subject to

receipt of a satisfactory monitoring report for Year 2 of the previous grant.

Limes Community and Children's Centre

£24,900 for a third and final year towards the costs of delivering the Stepping into Work project.

Recommendation

That you receive this report and note its contents.

Contact:

Stewart Goshawk, Principal Grants Officer

Tel: 020 7332 3712

Email: stewart.goshawk@cityoflondon.gov.uk

Date report written: 19/12/13

Agenda Item 9c

Committee(s):	Date(s):
The City Bridge Trust	10 th January 2013
Subject: Reports on Monitoring Visits	Public
Report of: Chief Grants Officer	For Information
<u>Summary</u>	
<p>At each of your meetings, you receive two sample monitoring visit reports. These are in addition to two substantial monitoring reports you receive annually. One of these, a report reflecting on issues arising from the monitoring and evaluation of grants was presented to your February 2012 meeting, and a statistical monitoring report looking at trends in your grant-making was presented to your October 2012 meeting.</p> <p>Several Members have accompanied officers on monitoring visits in recent months. Reports for this Committee are from visits in which Deputy Ayres and Mrs Littlechild participated. Reports from visits involving other Members will be presented to subsequent meetings.</p> <p>Spare Tyre Theatre receives funding under your Accessible London programme for an arts programme for people with learning disabilities. New Bridge Foundation is supported under your programme of Positive Transitions to Independent Living to provide a 'through the gate' befriending service to ex-offenders.</p>	
<u>Recommendation</u>	
That Members receive this report and note its contents.	

Contact:

Tim Wilson

Tel: 020 7332 3716

Email: tim.wilson@cityoflondon.gov.uk

Date report written: 19/12/2012

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City Bridge Trust – Monitoring Visit Report

Organisation: New Bridge Foundation	Grant ref: 10589 (assessing officer Clare Thomas)	Programme area: Improving Londoners' Mental Health\d) Prisoners, ex-prisoners & other in the Criminal Justice System
Amount, date and purpose of grant: 30/06/2011: A grant of £30,000 (3 x £10,000) towards the costs of a London 'Through The Gate' befriending service subject to a financial update for 2011/12.		
Visiting Grants Officer: Ciaran Rafferty, acc by Mrs Littlechild	Date of meeting: 11 th December 2012	
Met with: Chris Thomas (CEO) and Pauline Austin (Volunteer Director)		
1. Introduction to the organisation: New Bridge Foundation (NBF) was set up by Lord Longford in 1956 with the aim of creating links between prisoners and the community and where the initial focus was to reduce the isolation of vulnerable prisoners. Nowadays it's chief aim is to help prisoners keep in touch with the outside world and to help prepare them to rejoin it. The current CEO has been at NBF for seven years.		
2. The project funded: The grant was awarded in June 2011 and commenced straight away as it was for a general contribution to the costs of an existing project – a “through the gate” befriending scheme targeting prisoners on short-term sentences (ie less than 1 year). The specific aims of this project were threefold: to improve the mental health of those prisoners; to increase their chances of employment once released; and to reduce their likelihood of reoffending.		
3. Work delivered to date: The approach is for NBF to recruit, train and support volunteer befrienders who will then be allocated to particular prisoners. The volunteers have to make a formal application to become befrienders and they are vetted as to suitability etc and to ensure a good match. They will visit prisoners in prison and will establish a relationship which will continue post release in order to help the resettlement process. The volunteer's role is one of befriending, not of professional support (where this is needed then referral to specialist agencies/individuals will be provided). Prisoners lives or circumstances are often quite chaotic so more than one volunteer befriender may be required in order to meet their needs. Volunteers have to make an initial commitment of a minimum of 18 months. Throughout their period of service they will be required to attend a range of training and group meetings which are essential to sharing knowledge and best practice and for mutual support. The prisoners are usually recommended or referred to the project by the Offender Management staff as the aim is to support those who most need it (ie with mental health issues and/or little family support).		

4. Difference made:

Measurement or determination of improvement in prisoners' mental health is usually provided by the volunteer befriender. (They are taught things to look for and to make a record of each contact though NBF is currently looking at improving the systems for this.) Prisoners need help to prepare to live back in the community again and, whilst in prison, may have lost some of the skills and abilities to fend for themselves (if they ever had them in the first place). To this end NBF maintains very good links with Jobcentre + and volunteers will accompany them to interviews, etc. Most of the evidence presented as to the impact of the work is in the form of detailed feedback or case-study information. Since the grant commenced there has been in excess of 70 referrals with approximately half of these receiving volunteer support. Presenting mental health conditions included schizophrenia, stress, depression and anxiety.

The project has helped those released to find or return to suitable accommodation and to begin the process to find employment. Those in need have also been assisted to access appropriate mental health services.

In its monitoring report to the Trust NBF has stated that a large proportion of those assisted through this project had no friends or family in the UK and so no support to resettle and/or to address their mental health needs apart from through this scheme.

NBF raised the impact of some policy/practice issues – eg the hugely damaging effect of indeterminate sentencing (citing one person who has been in prison since 2005 on this basis and who has written in despair). Another aspect has been the increasing number of prisoners who are ex-Service people.

5. Grants Administration:

CBT's management of the grant and reporting systems has been fine. For the organisation they have found it a tough year to sustain income. They realise that there is generally more competition for decreasing funds whilst regular donors are also struggling to maintain their level of support. They will reduce costs where they can (eg have fewer group meetings, etc). (It was suggested to the organisation that closer links with other prisoner/resettlement charities might be of benefit in order to share best practice and to avoid any possibility of duplication.)

6. Concluding comments:

NBF has been around long enough to know its territory well and it was clear from our conversation that it understands the underlying issues (eg of sentencing policy, post-release support) which affect levels of re-offending. It is a member of the Criminal Justice Alliance, where it would hope to influence policy, and of Clinks (the support body for voluntary sector agencies working with offenders). It works closely and productively with the Offender Management Service and, with this project, is clear about its duty to provide professionally managed and delivered volunteer support of a high quality.

City Bridge Trust – Monitoring Visit Report

Organisation: Spare Tyre Theatre Company	Grant ref: 9886 (assessing officer Stewart Goshawk)	Programme area: 01. Accessible London\c) Accessible Arts & Sports
Amount, date and purpose of grant: 03/06/2010: £120,000 over three years (3 x £40,000) towards a theatre arts programme for people with learning difficulties.		
Visiting Grants Officer: Ciaran Rafferty – accompanied by Deputy Ken Ayres, Chief Commoner	Date of meeting: 14 th November 2012	
Met with: Arti Prashar (Artistic Director/CEO) and Richard Oyarzabal (Executive Director)		
1. Introduction to the organisation: <p>Spare Tyre theatre was established over 30 years ago and was originally known as the Feminist Theatre Co and concentrated on productions. It later became a community orientated organisation, working with a wide range of communities. Its current work is mostly with adults, including older people, and people with learning difficulties though there is some youth theatre work. The Artistic Director has been with the Theatre for 11 years.</p>		
2. The project funded: <p>The grant commenced in June 2010 and is used to support core posts in the delivery of a range of work with and for people with learning difficulties – including to help them devise their own pieces of theatre. The three objectives of the project were to: improve access to quality arts activities; to raise the profile of the artistic achievements and social benefits of participatory arts; and to develop a programme of new interactive theatre.</p>		
3. Work delivered to date: <p>A lot of the work delivered is bespoke and deals with the issues raised/encountered both by individuals and by groups – they have a steady stream of requests and have very good links with a wide range of organisations who will refer potential participants as will care agencies and individual carers. Part of the project involves a Company of Artists. The emphasis of Spare Tyre’s approach is to focus on the needs and aspirations of the individual and to strive to provide them with a platform for their work. they offer a very disciplined environment (eg in terms of time-keeping, attendance, etc) and people must commit to a 10-wk term.</p> <p>In a typical year the organisation will deliver up to 60 workshops catering for over 70 people with learning difficulties plus a range of half- and full-day outreach workshops throughout several boroughs across London. The workshops incorporate music and drama. The organisation also took part on the CBT stage in the Cheapside Fayre in June 2012 and delivered a large number of theatre performances including in schools.</p>		

4. Difference made:

One of the aims of the project is to help participants maintain their skill/competency level and to do this there needs to be regular contact. An example of how/when this works is with the Street Band which started out meeting monthly and is now weekly. The grant has helped the outreach programme become more established and it is this programme which enables people from across London to access the Theatre (there are now regular workshops in Wandsworth, Hounslow and Redbridge).

The Company of Artists has been very good at bringing different groups together. Participants have learned practical skills (eg on performance, set design, costume making) as well as "soft" skills eg better self-confidence, self-esteem, participation skills.

The organisation keeps very good feedback-type records from participants and is able to quote comments which support the personal satisfaction of service users with the programmes and activities. Those working with or for participants in other contexts (eg teachers or care workers) have also provided evidence of how they feel the individuals have developed as a result of Spare Tyre's work.

Because the project works with people from a wide range of communities it sets out to harness particular cultural aspects from those taking part and incorporating these into the overall programme. Future work will aim to target more of the outer London boroughs (if possible).

5. Grants Administration:

The grant, from the perspective of the organisation, has been administered very effectively (eg for grant payments and general reporting systems). From the Trust's perspective the organisation has complied with everything asked of it and has provided good monitoring reports so far.

6. Concluding comments:

The Trust is very much aware of the value of the Arts both in engaging with disadvantaged communities and in helping to address the disadvantage. Spare Tyre theatre has a long history of doing exactly that and is quite expert at it. It places the needs, capabilities and aspirations of the individual at the centre of its programmes and projects and can help them to move from A to B, whether that be to gain personal skills, improve competencies, reduce isolation, or a combination of all of these. The organisation has stability and appears well managed and knows the wider arts world and the issues currently affecting it.

Agenda Item 13

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

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Agenda Item 14

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