



The City Bridge Trust Committee

Date: THURSDAY, 15 MAY 2014
Time: 1.45pm
Venue: COMMITTEE ROOMS, 2ND FLOOR, WEST WING, GUILDHALL

Members: Deputy Ken Ayers
Deputy Billy Dove
Simon Duckworth
Marianne Fredericks
Stuart Fraser
Deputy Stanley Ginsburg
Alderman Alison Gowman
Deputy the Revd Stephen Haines
Vivienne Littlechild
Edward Lord
Jeremy Mayhew
Wendy Mead
Alderman Matthew Richardson
Ian Seaton
The Rt Hon the Lord Mayor Alderman Fiona Woolf (Ex-Officio Member)

Enquiries: Philippa Sewell
tel. no.: 020 7332 1426
philippa.sewell@cityoflondon.gov.uk

Lunch will be served 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. **ORDER OF THE COURT OF COMMON COUNCIL**
To appoint the Committee and approve its Terms of Reference.
For Decision
(Pages 1 - 2)
4. **ELECTION OF CHAIRMAN**
To elect a Chairman pursuant to Standing Order No. 29.
For Decision
5. **ELECTION OF DEPUTY CHAIRMAN**
To elect a Deputy Chairman pursuant to Standing Order No. 30.
For Decision
6. **MINUTES**
To agree the minutes and non-public summary of the meeting held on 10 April 2014.
For Decision
(Pages 3 - 10)
7. **APPOINTMENT TO THE SOCIAL INVESTMENT BOARD**
Report of the Town Clerk.
For Decision
(Pages 11 - 12)
8. **OUTSTANDING ITEMS**
Report of the Town Clerk.
For Decision
(Pages 13 - 14)
9. **PROGRESS REPORT AND EVENTS**
Report of the Chief Grants Officer.
For Decision
(Pages 15 - 24)
10. **WEMBLEY NATIONAL STADIUM TRUST UPDATE**
Report of the Chief Grants Officer.
For Information
(Pages 25 - 32)
11. **GRANT APPLICATIONS STATISTICAL REPORT**
Report of the Chief Grants Officer.
For Decision
(Pages 33 - 44)

12. **GRANTS AND STRATEGIC INITIATIVES RECOMMENDATIONS AND ASSESSMENTS - WORKING WITH LONDONERS**
To consider the Chief Grants Officer's reports on grant recommendations as follows:-
For Decision
(Pages 45 - 46)
- a) Resource for London (Pages 47 - 60)
13. **GRANTS AND STRATEGIC INITIATIVES RECOMMENDATIONS AND ASSESSMENTS - INVESTING IN LONDONERS**
To consider the Chief Grants Officer's reports on grant recommendations as follows:-
For Decision
(Pages 61 - 62)
- a) The New Cross Gate Trust (Pages 63 - 72)
- b) Room to Heal (Pages 73 - 84)
- c) Contemporary Dance Trust (Pages 85 - 94)
- d) Disablement Association Hillingdon (DASH) (Pages 95 - 104)
- e) Greenwich+Docklands Festivals (Pages 105 - 116)
- f) Parents and Abducted Children Together (PACT) (Pages 117 - 128)
- g) FareShare (Pages 129 - 140)
- h) Prison Advice and Care Trust (Pages 141 - 152)
- i) Worldwide Volunteering (WWV) (Pages 153 - 166)
- j) Local Accountancy Project (Pages 167 - 178)
- k) Volunteer Centre Hounslow (Pages 179 - 192)
14. **TO CONSIDER REPORTS OF THE CHIEF GRANTS OFFICER AS FOLLOWS:-**
For Decision
- a) Grants Recommended for Rejection (Pages 193 - 200)
- b) Grants Approved under Delegated Authority (Pages 201 - 202)
- c) Withdrawn and Lapsed Applications (Pages 203 - 204)
- d) Variations to Grants (Pages 205 - 206)
- e) Reports on Monitoring Visits (Pages 207 - 212)
15. **QUESTIONS ON MATTERS RELATING TO THE WORK OF THE COMMITTEE**
16. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS TO BE URGENT**
17. **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

18. **NON-PUBLIC MINUTES**

To agree the non-public minutes of the meeting held on 10 April 2014.

For Decision
(Pages 213 - 214)

19. **STRATEGIC INITIATIVES: BEACON FELLOWSHIP AWARDS**

Report of the Chief Grants Officer

For Decision
(Pages 215 - 220)

20. **QUESTIONS ON MATTERS RELATING TO THE WORK OF THE COMMITTEE**

21. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT AND WHICH THE COMMITTEE AGREE SHOULD BE CONSIDERED WHILST THE PUBLIC ARE EXCLUDED**

Agenda Item 3

WOOLF, Mayor

RESOLVED: That the Court of Common Council holden in the Guildhall of the City of London on Thursday 1st May 2014, doth hereby appoint the following Committee until the first meeting of the Court in April, 2015.

THE CITY BRIDGE TRUST COMMITTEE

1. **Constitution**
A Non-Ward Committee consisting of,
 - two Aldermen nominated by the Court of Aldermen
 - 12 Members elected by the Court of Common Council, at least one of whom shall have fewer than five years' service on the Court at the time of their appointment
 - the Right Honourable the Lord Mayor (ex-officio)

2. **Quorum**
The quorum consists of any five Members.

3. **Membership 2014/15**

ALDERMEN

- 3 Alison Jane Gowman
- 2 Matthew Richardson

COMMONERS

- 8 (4) Kenneth Edwin Ayers, M.B.E., Deputy
- 2 (2) Marianne Bernadette Fredericks, *for two years*
- 4 (4) Jeremy Paul Mayhew, M.A., M.B.A.
- 2 (2) Stanley Ginsburg J.P., Deputy, *for three years*
- 11 (3) William Harry Dove, M.B.E., J.P., Deputy
- 3 (3) Ian Christopher Norman Seaton
- 2 (2) Stuart John Fraser, C.B.E.
- 4 (2) Vivienne Littlechild J.P.
- 4 (2) Charles Edward Lord, O.B.E., J.P.
- 2 (1) Simon D'Olier Duckworth, D.L.
- 4 (1) The Revd. Stephen Decatur Haines, M.A., Deputy
- 6 (1) Wendy Mead

together with the ex-officio Member referred to in paragraph 1 above.

4. **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) in considering the application of surplus income in accordance with clause 2 of the said Scheme, the Trustee shall consult with such person, bodies corporate, local authorities, government departments and agencies, charities, voluntary organisations and other bodies as the Trustee may think appropriate from time to time; 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.
 - c) To be involved in the process for the appointment of the Chief Grants Officer, as appropriate.

Barradell

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THE CITY BRIDGE TRUST COMMITTEE

Thursday, 10 April 2014

Minutes of the meeting of The City Bridge Trust Committee held at Guildhall, EC2 on Thursday, 10 April 2014 at 1.45pm

Present

Members:

Deputy Billy Dove (Chairman)
Jeremy Mayhew (Deputy Chairman)
Deputy Ken Ayers
Simon Duckworth
Marianne Fredericks
Deputy Stanley Ginsburg
Alderman Alison Gowman
Deputy the Revd Stephen Haines
Vivienne Littlechild
Edward Lord
Wendy Mead
Ian Seaton

Officers:

Xanthe Couture	-	Town Clerk's Department
Philippa Sewell	-	Town Clerk's Department
Graham Lee	-	Town Clerk's Department
Steven Reynolds	-	Chamberlain's Department
Laura Yeo	-	Chamberlain's Department
David Farnsworth	-	The City Bridge Trust
Jenny Field	-	The City Bridge Trust
Ciaran Rafferty	-	The City Bridge Trust
Jemma Grieve Combes	-	The City Bridge Trust
Julie Mirkin	-	The City Bridge Trust
Rachel Mortell	-	Public Relations Office

In Attendance:

- Wai-Mei Chan (Centre for Accessible Environments)
- Stephanie Brittan (Association of Charitable Foundations)
- Community Action Southwark
- Friends of Tower Hamlets Cemetery Park

1. APOLOGIES

Apologies were received from Stuart Fraser and the Rt Hon the Lord Mayor Alderman Fiona Woolf.

2. MEMBERS' DECLARATIONS UNDER THE CODE OF CONDUCT IN RESPECT OF ITEMS ON THE AGENDA

The Chairman and Marianne Fredericks declared non-pecuniary interests in Item 7B by virtue of supporting the Friends of Tower Hamlets Cemetery Park.

The Chairman also declared a non-pecuniary interest in Item 7F by virtue of supporting the Connaught Opera and did not take part in the discussion of that item.

3. **MINUTES**

RESOLVED – That the minutes of the last meeting held on 13 March 2014 be approved as a correct record, subject to the following amendments:

Members Declarations Under the Code of Conduct in Respect of Items on the Agenda

“...as his Livery *Company* supported London Youth”.

Progress Report and Events

“...b) the *Draft City Bridge Trust Business Plan*...”

4. **OUTSTANDING ITEMS**

The Committee received a report of the Town Clerk that identified items which required further action by officers.

Council of Somali Organisations

Members noted that the present Interim Director would remain in post until April 2015 therefore the condition did not need to apply until then.

Paddington Development Trust

Members noted that this report was due by 31 March and officers undertook to check whether it had been received.

5. **PROGRESS REPORT AND EVENTS**

The Committee considered the regular progress report and events update of the Chief Grants Officer.

The Chief Grants Officer drew Members’ attention to the presentation of the first Gold Award of the London Youth Quality Mark Scheme which had been attended by the Chairman and the Principal Grants Officer. He also highlighted the Charity Commission’s advice on campaigning which had been included in the report as a result of a discussion held at the previous meeting. He reported that ‘awareness raising’ would qualify as campaigning and that charities must not give funding to a political party, candidate or politician.

The Chief Grants Officer reported on the intention to use the underspend from the 2013/14 grants budget to amplify grant-making to celebrate the 20th Anniversary of the City Bridge Trust. Following discussions with the Chamberlain’s Department and the Town Clerk, it was agreed that the City Bridge Trust Committee would instruct officers to request that the £3,533,480 remaining from the Trust’s 2013/14 grants budget be carried forward into its grants budget for 2014/15. Members agreed that a report be submitted to the May meeting of the City Bridge Trust Committee seeking its approval of the proposal before it is submitted to the Chamberlain and the Chairman and Deputy Chairman of the Resource Allocation Sub Committee of the Policy and Resources Committee. In response to a Member’s question the Chief Grants

Officer confirmed that he was confident that the Trust would not have an underspend in 2014/15 subject to processes being in place to ensure this, which were detailed more fully in the Business Plan.

With regard to Social Investment, the Chief Grants Officer stated that a report would be submitted to the May meeting of the City Bridge Trust Committee which would outline the full programme proposal and mechanics of the "Transition Fund" which would provide an opportunity for bridging the evident gap between grantees and investees.

RESOLVED – That:

- i) the report be noted;
- ii) the final version of the 2014/2015 City Bridge Trust Business Plan be approved; and
- iii) officers be instructed to request that the £3,533,480 remaining from the Trust's 2013/14 grants budget be carried forward into the Trust's grants budget for 2014/15.

The Committee was addressed by Wai-Mei Chan, Access and Sustainability Advisor for the Centre for Accessible Environments, who informed Members that the City Bridge Trust's Making London More Inclusive programme had been internationally recognised as a Zero Project Innovative Practice 2014 for Accessibility. Wai Chan presented the scheme at the Zero Project Conference in Vienna, which was attended by 470 delegates.

The programme was commended for its inclusive approach to facilitating professional access advice as well as grants for community building improvements and services. The Accessible and Sustainable Buildings grant is supported by Centre for Accessible Environment's Access and Sustainability Advisory Service and access audits and design appraisals by independent access consultants, which are also funded by the Trust. With this specialist access advice, community organisations are able to provide better access to their buildings and services. The emphasis on local user consultation and disability equality training was also commended.

Members congratulated Wai Chan on the Award and asked for the Trust's Press Officer to look into proactively promoting this news.

6. GRANT APPLICATIONS STATISTICAL REPORT

The Committee considered a report of the Chief Grants Officer that summarised applications received and action taken under the 2014/15 grants programmes. Members noted that the £3.5million underspend from the Trust's 2013/14 grants was not included in the confirmed grants budget for 2014/15.

In response to a Member's questions, the Chief Grants Officer reported that it was too early in the financial year to determine or predict any trends, or to judge whether any programmes were more successful than others. Members noted that the City Bridge Trust averaged a 50% success rate which compared favourably with other Trusts.

In response to a request from the Deputy Chairman, it was agreed that Access Audits would be separately identified in future reports and figures relating to the average size of grants in each category would be included in six-monthly reports.

RESOLVED – that:

- i) access audits be separately identified in future reports;
- ii) figures relating to the average size of grants in each category would be included in future six-monthly reports;
- iii) the report be noted; and
- iv) the grant recommendations in the subsequent annexes be considered.

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

Item 7a (Paladin – National Stalking Advocacy Service CIC) – In response to Members’ queries, officers reported that the charity did not work exclusively with women, and it had been informed a formal reserves policy must be developed but that the detail was yet to be set.

Item 7c (One North East London) – In response to a Member’s query, officers confirmed that this charity focussed on working with people affected by drugs and alcohol addiction and did not provide specific help for those affected by other addictions such as gambling.

Item 7d (London Symphony Orchestra Limited) – Officers confirmed that this funding request was for the charity’s outreach work, and as such was unrelated to funding given to the LSO by the City of London Corporation elsewhere. Members queried why the recommended grant exceeded the amount requested and the Chief Grants Officer reported that during the course of the application it became apparent that a better method to evaluate and share best practice with other organisations was required to optimise the work being done. The additional £15,000 being requested would fund a ‘Critical Friend’ over 3 years to work alongside and evaluate the project and offer suggestions as it progressed. Members requested that the revised figures be clarified in the Chief Grants Officer’s report at the next meeting.

Item 7e (Shine) – In response to a Member’s query, officers reported that funding for one additional post was being requested but that the charity had the equivalent of two and a half posts overall. Members also noted that the requested amount had increased due to the need for a laptop and to fund attendance of meetings in London.

Item 7f (Connaught Opera) – In response to a Member’s query officers responded that DVD creation and distribution would be difficult for the charity to take on considering their limited capacity. Members expressed their support for the organisation and proposed that the grant be extended for a third year and in line with the original request. This would be within the City Bridge Trust’s policy.

7a Paladin - National Stalking Advocacy Service CIC - Recommended Grant £140,000

£140,000 over three years (£46,000; £46,500; £47,000) towards the salary of a Caseworker and to meet the shortfall in the salary of a second caseworker to provide an advocacy service for victims of stalking in London, the grant to be received by the charity Safer Places.

7b Friends of Tower Hamlets Cemetery Park - Recommended Grant £49,050

£49,050 over three years (£19,050; £15,000; £15,000) towards the costs of a full time (37.5 hours per week) Training, Leisure Learning and Community Consultancy Coordinator to develop the charity's environmental education services.

7c One North East London - Recommended Grant £38,000

£38,000 over three years (£8,000; £15,000; £15,000) towards the salary costs of the full-time Counsellor for the NE Teens project.

7d London Symphony Orchestra Limited - Recommended Grant £172,000

£172,000 over three years (£54,000; £58,000; £60,000) towards the delivery and evaluation of LSO Create: creative music making activity for adults with learning disabilities at LSO St Luke's, the Barbican and in residential/day care centres.

7e Shine - Recommended Grant £78,750

£78,750 over three years (£27,050; £26,650; £25,050) towards the salary of a f/t London Support and Development Worker and related costs.

7f Connaught Opera - Recommended Grant £20,000

£33,660 over 3 years (3 x £11,220) for a programme of musical concerts for older people conditional on match funding being raised before each quarterly release of funding in Years 1, 2 and 3 and subject to a satisfactory monitoring framework being agreed with the organisation.

7g North Kensington Law Centre - Recommended Grant £150,000

£150,000 over three years towards the salary of a Triage Co-ordinator and associated running costs of establishing a triage system within the law centre.

7h PLIAS Resettlement - Recommended Grant £120,000

£120,000 over three years (3 x £40,000) towards the salary and overhead costs of a full-time Employment Caseworker.

7i **Community Action Southwark - Recommended Grant £146,900**

£146,900 over three years (£47,800; £49,100; £50,000) towards a full-time (35 hours per week) Outcomes Framework Development Officer and running costs for Community Action Southwark's monitoring and evaluation support programme.

7j **Young Philanthropy - Recommended Grant £71,750**

£71,750 over three years towards the cost of expanding Young Philanthropy as part of the '*City Philanthropy a wealth of opportunity*' initiative, to be costed against the City Bridge Trust allocation for Strategic Initiatives 2014/15.

7k **Thames21 - Recommended Grant £340,000**

£340,000 over three years (£134,000; £102,000; £104,000) for the salaries and operational costs of a Development Programme, to increase and sustain London volunteers' involvement in protecting the capital's waterways.

8. **TO CONSIDER REPORTS OF THE CHIEF GRANTS OFFICER AS FOLLOWS:-**

8a **Grants Recommended for Rejection**

The Committee considered a report of the Chief Grants Officer which recommended that 10 grant applications in the Investing in Londoners programme be rejected for the reasons identified in the schedule attached to the report.

Members queried the rejection of the application made by Mind in Kingston and agreed to defer the decision until the next meeting, pending the outcome of a discussion with the charity. This decision was later withdrawn during a discussion held in non-public session; Members agreed to reject the Mind application and requested that officers contact the charity and inform them of the date they could reapply (one year from the submission of their application).

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

8b **Withdrawn and Lapsed Applications**

The Committee received a report of the Chief Grants Officer which provided details of four applications which had been withdrawn and one which had lapsed.

RESOLVED – That the report be noted.

8c Grants Approved under Delegated Authority

The Committee received a report of the Chief Grants Officer which advised Members of 5 expenditure items, totalling £31,900, which had been presented for approval under delegated authority to the Chief Grants Officer in consultation with the Chairman and Deputy Chairman.

Grants

- Fairfield (Croydon) Limited - £4,000 to match CEP funding towards the wage costs of two apprentices for 1 year.
- Friends R Us - £4,500 to cover the costs of an independent access audit of Beth Jacob House.
- Enfield Mental Health Users Group - £17,000 for a third and final year's support of the Elders' Project, to fund a p/t (14hpw) Advocacy Worker plus related running costs, subject to the receipt of a satisfactory monitoring report for the current grant.

Eco-audits

- Real – 5 days (value = £2,000) to undertake an eco-audit.
- Trust Thamesmead – 11 days (value = £4,400) to undertake an eco-audit.

8d Reports on Monitoring Visits

The Committee received a report of the Chief Grants Officer relative to two visits that had been undertaken. Members discussed the visits and the process for circulating details and dates for future visits.

RESOLVED – That the report be received.

9. QUESTIONS ON MATTERS RELATING TO THE WORK OF THE COMMITTEE

There were no questions.

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

There were no items of urgent business.

11. EXCLUSION OF THE PUBLIC

RESOLVED – That under Section 100(A) 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 1 of Schedule 12A of the Local Government Act.

Item No.	Exempt Paragraphs
12 -14	3

12. **NON-PUBLIC MINUTES**

RESOLVED – That the non-public minutes of the meeting held on 13 March 2014 be approved as a correct record.

13. **QUESTIONS ON MATTERS RELATING TO THE WORK OF THE COMMITTEE**

There was one question.

14. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT AND WHICH THE COMMITTEE AGREE SHOULD BE CONSIDERED WHILST THE PUBLIC ARE EXCLUDED**

There were no items of urgent business.

The meeting ended at 3.02pm

Chairman

**Contact Officer: Philippa Sewell
Tel. no.: 020 7332 1426
philippa.sewell@cityoflondon.gov.uk**

Agenda Item 7

Committee:	Date:
The City Bridge Trust Committee	15 May 2014
Subject: Appointment to the Social Investment Board	Public
Report of: The Town Clerk	For Decision
<u>Summary</u>	
<ol style="list-style-type: none">1. The purpose of this report is to consider the appointment to the Social Investment Board. The proposed Terms of Reference and composition of the Board are given below.2. Subject to approval by the Investment Committee at its meeting on 14th May 2014, the Terms of Reference will continue as present with the Board meeting up to six times a year.3. The composition of the Social Investment Board includes the Chairman of the City Bridge Trust Committee for the time being or his/her nominee. Deputy Ken Ayers was nominated to serve on the Board for 2013/14 in place of the Chairman.	
Recommendation(s): It is recommended that consideration be given to the appointment to the Social Investment Board.	

Social Investment Board

Composition

- Chairman to be determined by the Board*
- The Chairman of the Policy & Resources Committee for the time being or his/her nominee;
- The Chairman of the Finance Committee for the time being or his/her nominee;
- The Chairman of the City Bridge Trust Committee for the time being or his/her nominee;
- The Chairman of the Financial Investment Board for the time being or his/her nominee;
- One Member of the Financial Investment Board;
- Two Members elected by the Court of Common Council, one of whom shall have fewer than five years' service on the Court at the time of their appointment.

All nominees must be Members of the Court of Common Council.

Quorum

The quorum consists of any 3 Members.

Terms of Reference

The terms of reference for the Social Investment Board shall be as follows:-

- a) to approve criteria for social investments and to authorise social investments in accordance with such criteria
- b) to approve the appointment of and monitor the performance of independent advisors tasked with undertaking due diligence of investment proposals; and
- c) all of the above to be consistent with the strategic investment policies determined by the Policy and Resources Committee and the Investment Committee.

There is provision within Standing Orders to enable the Chairman of the Social Investment Board to report on and speak to their activities and responsibilities in the Court of Common Council and to ensure that any decisions are taken without undue delay.

***Note on the Chairmanship**

The Social Investment Board shall elect annually a Chairman and a Deputy Chairman from amongst all of its Members (including ex-officio Members who shall also have the power to vote in such elections) with the exception of any co-opted people.

Outstanding Items

Item	Action	Officer responsible	Progress by
Outstanding Financial Conditions: CBT Committee – 10 April 2014			
Connaught Opera	Grant subject to a satisfactory monitoring framework being agreed within the organisation.	Jemma Grieve Combes	15 th May 2014
Enfield Mental Health Users Group	Grant subject to the receipt of a satisfactory monitoring report for the current grant.	Ciaran Rafferty	19 th June 2014
Outstanding Financial Conditions: CBT Committee – 9 January 2014			
Paddington Development Trust	Grant subject to receipt of a satisfactory monitoring report for current grant.	Jenny Field	31 March 2014

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Agenda Item 9

Committee:	Date:
City Bridge Trust	15 th May 2014
Subject: Progress Report	Public
Report of: Chief Grants Officer	For Information
Summary	
This is a regular Progress Report by the Chief Grants Officer.	
Recommendations	
Members are asked to note the report.	

Main Report

Mental Health Work

1. The May Committee meeting falls in the middle of Mental Health Awareness Week. The Trust's commitment to supporting work to improve Londoners' mental health remains an important strand of your 'Investing in Londoners' grants programmes. Mr Fraser and I went to visit your grantee, Mind in Camden, to learn about the innovative work they are doing to support young people who hear voices, see visions, or experience unusual perceptions.

Media Work

Parklife London

2. You may re-call that at your last meeting, officers reported that the media agency, Champollion, had completed work on the website, Parklife London, as part of your *Growing Localities* initiative. This is the interactive site that allows geo-location software to enable one to find green spaces in London, and allows people to post information about events and volunteering opportunities taking place at those spaces. With information about some 2,300 green spaces included, the site was soft-launched just before Easter.
3. As well as promoting the site using social media (principally through twitter and blogs), Champollion have placed tailored press releases with local press at the borough level. So far, coverage includes the following outlets:

Outlet	Link
Croydon Citizen Online	http://thecroydoncitizen.com/cronxwire/parks-pocket-mobile-map-londons-parks-green-spaces-comes-croydon/
Haringey Independent Online	http://www.haringeyindependent.co.uk/news/11166145.Find_a_park_in_your_pocket_with_new_app/?ref=var_0
Bexley Times	http://edition.pagesuite-professional.co.uk/launch.aspx?referral=other&refresh=wK0531mJi2D0&PBID=abd4a8f0-fc75-4f30-a24c-1f7b6a4f2f88&skip
Barking and Dagenham Times	http://edition.pagesuite-professional.co.uk/Launch.aspx?PBID=837deba7-ef67-4dba-bdae-c5f1ed9391f9
Barking and Dagenham Times online	http://www.barkinganddagenhampost.co.uk/news/mobile_parks_map_extended_to_include_barking_and_dagenham_1_3541709?usurv=skip
The Ilford Recorder online	http://www.ilfordrecorder.co.uk/news/new_app_to_help_explore_redbridge_green_spaces_1_3545762

An article appeared in the 1st May 2014 edition of the Evening Standard online <http://www.standard.co.uk/news/london/online-map-of-londons-parks-now-covers-the-whole-city-9310618.html>. Another online article was featured on the Horticulture Week website on 2nd May 2014. <http://www.hortweek.com/news/1291977/website-sets-park-trending-goal> Both articles included a quote from the Chief Grants Officer.

Partnership with Buttle UK

4. You may re-call that you agreed to establish a hardship fund in partnership with Buttle UK to help families that have survived domestic violence re-build their lives. The partnership was launched at a seminar at Mansion House on 6th May 2014. Following the issue of a joint press release from City Bridge Trust and Buttle UK, an article was featured in the Evening Standard on 30th April 2014.

London Symphony Orchestra Grant

5. At the last committee you approved a grant of £172,000 to the London Symphony Orchestra to support creative music making activity for adults with learning disabilities at LSO St Luke's, the Barbican and in residential/day centres. This sum included an uplifted evaluation sum and you requested the revised figures be clarified in this report.

6. The total figure to be spent on the evaluation of this grant will be £20,000 (Year 1: £5,000; year 2: £7,000; year 3: £8,000). This will fund an external evaluator on a consultancy contract basis. The evaluator will research the impact of the project; act as a critical friend to the LSO project leads; participate in a learning conference at the end of year 2; and write up and assist in the dissemination of a full report pulling together the learning over 3 years. Throughout the evaluation, appropriate links will be made with the research you are funding on improving provision of access to mainstream arts venues for people with learning disabilities.

Sustainable City Awards

7. The Sustainable City Awards were held at Mansion House on 27th March 2014. The Trust continued its collaboration with the Worshipful Company of Pattenmakers, running the category of *Greening the Third Sector*. This rewards voluntary and community organisations that do not have the environment as their main focus but which have nevertheless made significant improvements in reducing their carbon footprint. Mrs Mead and Mrs. Littlechild represented the Trust on the judging panel, together with two of the Pattenmakers.
8. This year's winner was Poplar HARCA, an organisation that is currently in receipt of a grant under your *Growing Localities* programme, for its Green Programme which aims to draw together the various sustainability strands of all aspects of its work to create more coherent and sustainable outcomes.

City Philanthropy – A Wealth of Opportunity

9. City Philanthropy – A Wealth of Opportunity is working with City Wealth, a membership organisation for advisors of Ultra High Worth Individuals (£20m+), to promote philanthropy at its various networking events.
10. On 8th April 2014, Dr Fred Mulder, an advisor to City Philanthropy and a major philanthropist, spoke to their Tomorrow Club and on 29th April 2014 Dame Stephanie Shirley spoke at the Women and Wealth event – both were a great success. The first event resulted in several audience members registering to attend The Funding Network philanthropy events for the first time and the second was an inspiring and engaging occasion.
11. City Philanthropy Director Cheryl Chapman will be following up with some attendees to explore opportunities for philanthropy. Both talks are on The City Wealth website.

Working with Other Funders

12. The Trust remains committed to working with other funders to achieve the best outcomes for Londoners. This takes on different forms: participation in and funding for formal networks such as the Association of Charitable Foundations; London Funders; collaborations such as the work with the Buttle Trust on supporting families fleeing domestic violence; and the more informal sharing of intelligence and good practice.
13. An example of how learning is shared between trusts and foundations is your Principal Grants Officer Ciaran Rafferty attending the launch of the Lloyds Bank Foundation's new grants programmes following its major strategic review in 2013.
14. Funds available to disperse throughout England and Wales are c.£22m per annum. The Foundation's funding now falls into two distinct programmes: *Invest* – which provides longer term core or delivery costs for charities (with scope to fund an organisation up to £25,000 pa for up to 6 years); and *Enable* – which aims to help individual organisations become stronger and/or develop capacity, offering grants of up to a total value of £15,000 over two years.
15. The rationale behind the strategic focus on helping small and medium sized charities is acknowledged by many in the trust and foundation world, as it is usually these organisations which are more susceptible to a challenging funding environment. The Foundation also declares a commitment to becoming more of a learning organisation and to sharing the knowledge gleaned from its relationships with grantees and the wider sector. Strategies which are not dissimilar to your own.

Social Investment

16. In the Trust's business plan for 2014 -2015 the relationship between the Trust's grant-making and social investment features as an objective, particularly where we could encourage more London charities to participate in the social investment market.
17. At the last committee, a brief update was provided on your officers' work to develop a 'transition fund', as part of your Investing in Londoners grants programmes, to support grant-funded organisations access social investment. At that time it was envisaged a full report would be brought to this Committee. Following a meeting of relevant officers last week, Transition Fund parameters were agreed. It is now clear that considerably more detailed work is need before a report is ready for presentation to the Committee (particularly since the additional capacity to support the social investment will not come on-line until next month). The report will now be presented to your September Committee.

18. A good example of why this work is so important has occurred in the last month in relation to the organisation, Praxis. Praxis is based in Bethnal Green and provides advice and support to new migrants in London. Your most recent grant was to support the development of the Language Gym, a new IT and web based means of learning English. The Language Gym has become a social enterprise with the potential of earning unrestricted income for the charity. Also this month the Social Investment Board has approved an investment of £500,000 in a supported housing programme for destitute migrants which will involve work by Praxis. It is encouraging to see an example of one of your grantees starting to access the social investment market, and using repayable finance to expand its reach.
19. The inter-relationship between grant-funding; social enterprise; and social investment is likely to become increasingly important for the organisations the Trust supports. The transition fund will be an excellent opportunity to progress this work.

Recommendation

Members are asked to note the report.

David Farnsworth, Chief Grants Officer
020 7332 3713
david.farnsworth@cityoflondon.gov.uk
Report written: 29th April 2014

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THE CITY BRIDGE TRUST

Professional Development Events, Conferences and Seminars Attended 26th March to 1st May 2014

Date	Organisation	Type of Event	City of London's Representative	Location/ Borough	Summary Comments
23.03.14	Queen's Park Rangers in the Community Trust	Visit	Chief Grants Officer	Loftus Road Stadium	A visit to see the CBT funded work supporting the Extra Time project, providing activities, social time and health advice to older people.
25.04.14	Midi Music Company	Visit	Chief Grants Officer	Deptford	A visit to learn about the CBT funded pilot supporting deaf young people to work with music.
26.03.14	Institute of Voluntary Action Research (IVAR)	Seminar/ training	Jemma Grieve Combes, Grants Officer	City of London	UK evaluation round table: learning event with other UK funders on grant programme evaluation
27.03.14	Association of Charitable Foundations	Seminar	Tim Wilson, Principal Grants Officer	Kings Cross	Two presentations from funders who have supported work to address the negative impact of loneliness and isolation on older people
28.03.14	Corporation of London	Training	Julia Mirkin, Grants Officer	Guildhall	Disability Awareness Training, which covered the definition of disability and examples of how disabilities impact on peoples' lives.
01.04.14	Voluntary Action Islington	Presentation	Jemma Grieve Combes, Grants Officer	Islington	Presentation to 40 Islington-based voluntary organisations on your new grants programmes and how to apply.
08.04.14	Association of Charitable Foundations (ACF)	Seminar	Jemma Grieve Combes, Grants Officer	Kings Cross	Violence against Women and Girls network: presentation of findings from the Boys to Men project which aimed to establish what can be done to reduce the number of young men who become perpetrators.

02.04.14	Lloyds Bank Foundation	Launch	Ciaran Rafferty, Principal Grants Officer	St Luke's Community Centre, EC1	An event to launch Lloyds Bank Foundation's new funding programmes – see Chief Grants Officer's report.
11.04.14	MIND in Camden	Visit	Stuart Fraser; Chief Grants Officer	London NW1	A visit to hear progress on your grant supporting young people who hear voices, see visions or experience other unusual perceptions.
11.04.14	Maytree	Open House event	Julia Mirkin, Grants Officer	Finsbury Park	An Open House event for existing funders, providing an opportunity to meet staff and see the facility, which is often occupied.
23.04.14	Comic Relief	Meeting	Julia Mirkin, Grants Officer	Vauxhall	A meeting with Laura Roling, UK Programme Manager for Mental Health, about developments to Comic Relief's programme.
24.04.14	Deafblind UK	Monitoring Visit	Deputy Chairman; Deputy Chief Grants Officer	London N1	An opportunity to learn about the work CBT funds.
28.04.14	Trust for London	Seminar	Deputy Chief Grants Officer	London EC1	A seminar to hear the findings of Trust for London's research into the disproportionate rate of unemployment amongst young black men.
29.04.14	City Wealth	Networking Event	Cheryl Chapman, Director of City Philanthropy	St Paul's	An inspiring networking event: "Women in Wealth"; at which the philanthropist Dame Stephanie Shirley spoke to more than 40 women about her philanthropy.
01.05.14	The Upper Room	Project visit	The Chairman and Tim Wilson, Principal Grants Officer	Hammersmith	An opportunity to see some of the Upper Room's work taking place, and to meet some of the homeless clients who benefit from this charity's support. Your Trust funds a mental health programme.

**General Events and Receptions
Attended 26th March to 1st May 2014**

Date	Organisation	Type of Event	City of London's Representative	Location/ Borough	Summary Comments
23.04.14	Chocolate Films	Launch event	Julia Mirkin, Grants Officer	BAFTA, Piccadilly	A launch event for <i>1000 Londoners</i> , the CBT funded project to film and produce short documentaries about Londoners.
29.04.14	CLIC Sargent	Reception	The Chairman	Dorchester	The Chairman attended a reception at the Dorchester given by CLIC Sargent to hear the testimony of three children who have overcome cancer. City Bridge Trust's contribution towards a family support work was much appreciated.

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Committee:	Date:
City Bridge Trust	15 th May 2014
Subject: Wembley National Stadium Trust - Update	Public
Report of: Chief Grants Officer	For Information
Summary	
This report brings members up to date with the work of the Wembley National Stadium Trust.	
Recommendation	
Members are asked to note the report.	

Main Report

Introduction

1. At the last meeting of your Committee Members requested an update on the work of the Wembley National Stadium Trust (WNST).
2. WNST is an independent charitable trust, with its own board of trustees and grant-making policies, administered under contract by the City Bridge Trust. One of the Trust's senior officers is seconded to WNST as its Chief Executive, with other members of the CBT staff team assisting with administrative duties. CBT charges WNST a fee on a full cost recovery basis for the service. Alderman Gordon Haines is one of WNST's seven trustees.
3. This is the first occasion on which CBT has undertaken work on this kind of arrangement but the venture has been mutually beneficial. WNST benefitting from CBT's renowned experience for high-quality grant-making, whilst CBT has been able to use systems piloted by WNST to develop its own working methods.
4. More generally within the grant-making community, there has been real interest and commendation for the City Corporation and CBT using its skills and experience to contribute to the wider charitable good. The work also helps to fulfil one of the City's key objectives in supporting the development of quality activities across Greater London.

Grant-making activities

5. WNST receives an annual payment from Wembley National Stadium Ltd (WNSL) equivalent to 1% of the stadium's turnover. This equates to around £1m per annum and is in recognition of the lottery contribution of £120m provided by Sport England towards the construction of the new stadium. The

payment is covered by a legal agreement between WNST and WNSL which lasts for fifty years.

6. WNST's objectives concern the promotion of community sport and assisting those who through age, disability, poverty or other reason require help to participate. There is an expectation within the grants programmes that there will be a sizeable contribution towards football, but all sports are covered in principle.
7. The £1m income is split into three equal shares:

Community sport in LB Brent

8. This supports grassroots sports activities in the stadium's home borough. Each year there are two grants 'rounds', both offering small "community grants" of up to £2,500 for more local groups and larger "strategic grants" of up to £25,000 for more well-established organisations. Grants can be for either capital or revenue.
9. Since the first round of grants in January 2013, WNST has awarded 81 grants in the borough (51 community and 30 strategic awards) worth in excess of £600,000. These grants, especially the smaller awards, are received with great enthusiasm and make a real and quantifiable difference to the service that the groups can provide. Funds have been used for a wide range of purposes including:
 - Hall or pitch hire costs
 - Referees expenses
 - Volunteer, coaching and training costs
 - Purchase of new sailing craft, cricket nets or football equipment
 - Premises re-wiring and re-roofing
10. The range of sports covered includes not just football, cricket, tennis and rugby but also table tennis, volleyball, basketball, climbing, netball and many more. The aim is to ensure that sport really is for all. An example grants round list is at Annex A.

London-wide disability sport

11. WNST is funding 11 high-profile projects working to improve the opportunities available to disabled Londoners to take part in and compete in sport. The projects chosen for inclusion in the programme were selected for their potential to take an aspect of disability sport onto a new level or into a new arena, to learn lessons and then to disseminate these widely. A full list of the projects is at Annex B. A good example of the work is Panathlon, which offers sports activities for severely or multiply disabled young people. Previously they had only worked in secondary school environments. WNST funding has enabled them to adapt the sessions for primary school children, which is now being rolled out at locations across the country.
12. WNST's signature project on this programme is partnering with the Football Association to deliver the Greater London Disability Football Scheme. This is run through the community schemes associated with each of the 15

professional football clubs in the capital. These schemes have different specialisms in delivering football sessions for young people with for example a visual impairment, cerebral palsy, learning difficulties or autism. A recent session of Powerchair football run by Crystal Palace in the Community, funded by the Trust, was featured in an article on Sky Sports News.

England-wide project

13. The WNST trustees also recognise that Wembley is the English national football stadium and that, in due course, its grant-making needs to reflect this. However, to ensure a sufficiently sizeable pot is available to ensure a meaningful programme is feasible, money is being set aside annually, to accrue a fund of around £1m. This will be achieved by late 2015. Work will start this summer to scope the nature of what this programme might contain.

Partnership working

14. With the limited management and administrative resources available, it is vital that WNST works actively in partnership with outside bodies to achieve its objectives. The valuable working relationship with City Bridge Trust and the City Corporation is the clearest manifestation of this but there are many more.
15. Locally in LB Brent, WNST works closely with the council for voluntary service, which has been very helpful in supporting potential applicants to complete fundable applications; whilst the council's Sports Development Team promotes WNST funding widely across the borough and has encouraged many good applications.
16. On the London-wide programme, WNST has partnered with Interactive (itself a recipient of City Bridge Trust funding) to ensure that all of the work being funded is delivered to the highest specification and meets the needs of the disabled participants. All of the organisations funded have received Interactive's quality kitemark.

Reputation

17. The work undertaken by WNST has quickly built up a strong reputation within its areas of interest. This is reflected in feedback from a wide range of people and from the contacts seeking the Trust's advice. For example, the Chief Executive Officer recently met with the All England Lawn Tennis Club at Wimbledon to help them develop a more formal community programme. Many of WNST's more significant beneficiaries are also aware of the work undertaken by City Bridge Trust (some have been funded by you) and appreciate the partnership between the two organisations.
18. WNST also maintains excellent working relationships with the management at Wembley Stadium. They recognise the real value of supporting a wide array of local groups, many of whom boast of being able to see the stadium's arch from their pitch or venue! Many funded organisations also proudly display the Trust's logo, which incorporates the Wembley emblem, on their kit and equipment.

For the future

19. The partnership between WNST and CBT represents a good collaborative model for other trusts and foundations to consider. It is cost-effective and an excellent opportunity for CBT to share its grant-making expertise and systems; and for some CBT staff to further develop their skills through supporting the WNST work.
20. The current CBT contract for the management and administration of WNST is for three years and expires in March 2015. A meeting has been scheduled in May between your Chief Grants Officer and the WNST Chief Executive, to discuss future arrangements. The outcome of the meeting will be reported to you at your next Committee meeting with a recommendation as to your future engagement.

Recommendation

Members are asked to note this report.

Stewart Goshawk,
Chief Executive Officer, WNST
020 7332 1055
stewart@wnst.org.uk
stewart.goshawk@cityoflondon.gov.uk

Report written: 29th April 2014

Reference	Organisation	Purpose of Grant
COMMUNITY GRANTS		
12032	AC Carrera	£2,500 towards the costs of pitch hire, new kit / equipment and other costs.
12031	Brent Storm Basketball Club	£1,800 towards the cost of venue hire.
12095	Capital City Partnership	£2,500 towards the costs of an Irish dance schools programme
12089	Coles Green Tennis Club	£1,700 towards the costs of mini-tennis, support for the junior squad and other club equipment.
12075	First Impressions Performing Arts	£2,000 towards the costs of street dance classes - costumes, tutors and other running costs.
12064	Garryowen GFC	£1,700 towards the costs of equipment, pitch hire and running costs.
12044	Iraqi Centre for Integration & Cohesion	£1,500 as a final contribution towards the costs of yoga classes.
12052	Kinja Football Club	£2,500 towards the costs of coaches, pitch hire and equipment.
12049	Middlesex County Football Association	£2,400 towards the pitch hire, coaching and other costs of social football sessions at Vale Farm.
12091	Somali International Youth Development	£2,500 towards the costs of a football tournament.
12081	Special Olympics Wembley	£1,750 towards the costs of a football coaching scheme for people with learning difficulties.
12063	St Andrew's Youth Football Club	£2,000 towards the costs of pitch hire, new kit and equipment.
12076	St Mark's Church, Kensal Rise	£2,500 towards the coaching costs and equipment for a pilates course for older people and new mums.
12070	St Mary Magdalen's Catholic Junior School	£2,500 towards the coaching and equipment costs of a multi-sports activity programme for underachieving boys.
12054	Tamil Association of Brent	£1,900 towards the costs of netball venue hire and coaching.
12080	Wembley Crime Prevention Panel	£2,440 towards the costs of a kick-boxing tutor.
12037	Wembley Sailing Club	£2,500 towards the cost of one Laser Pico boat.

Reference	Organisation	Purpose of Grant
12074	Willesden (Constantine) Football Club	£1,380 towards the costs of a set of Park Goalposts.
12067	Young's Football Coaching School	£1,250 towards the costs of venue hire.
STRATEGIC GRANTS		
12060	ABC Coaching	£12,500 towards the costs of football coaching projects at the Capital City Academy and Vale Farm.
12061	Brent Schools Football Association	£8,000 towards the costs of new kit, tracksuits, footballs and goals (£6,300 in total), with a contribution towards running costs (£1,700).
12078	Harp Young Sailors	£12,000 towards the purchase of 3no Feva craft, together with associated equipment.
12079	Swamibapa Cricket Club	£15,000 towards the costs of a cricket net installation at the new Shree Muktajeevan Sports Academy.
12086	Wembley & Sudbury Tennis, Squash & Social Club	£19,200 towards the costs of re-roofing the squash courts and re-wiring the club house.
12077	Wembley FC LTD	£14,000 towards the costs of a World Cup Football Festival.
12072	Wembley Sports Association	£25,000 towards the costs of: <ul style="list-style-type: none"> - New changing rooms. - Roof repairs to the clubhouse. - Remedial works to the cricket nets.
TOTAL GRANTS APPROVED ON 14th January 2014: £145,020		

London-wide Grants Approved in June 2013

Annex B

Reference	Organisation	Purpose of Grant
LONDON-WIDE DISABILITY SPORTS GRANTS		
11826	Access Sport	A grant of £30,000 over two years (2 x £15,000) towards the costs of 'Ignite'.
11822	Cricket for Change	A grant of £98,000 over three years (£49,000; £24,500; £24,500) towards the costs of 'Hit the Top' heroes.
11820	England Athletics Ltd	A grant of £35,000 to provide funding for equipment and other costs to enable the delivery of athletics activities for disabled Londoners.
11819	London United	A grant of £225,000 over three years (3 x £75,000) for a wide-ranging programme of disability football based around the 15 community schemes of London's professional football clubs.
11811	London Playing Fields Foundation	A grant of £36,900 over three years (£11,700; £12,300; £12,900) towards the expansion of 'Coping through Football' to meet the needs of younger clients.
11831	London Youth	A grant of £86,400 over two years (2 x £43,200) to increase the capacity of youth clubs to deliver sport for disabled young Londoners.
11839	Lord's Taverners	A grant of £80,000 over three years (£35,000; £30,000; £15,000) towards the costs of a London disability cricket programme.
11812	Panathlon Foundation	A grant of £20,000 to run Panathlon sessions for primary school age children in London.
11807	Saracens Sport Foundation	A grant of £64,000 (£33,000; £31,000) towards the costs of multi-sport opportunities for people with autism.
11830	South London Special League	A grant of £20,700 over three years (3 x £6,900) towards the costs of sports leagues for disabled adults.
11810	Wheelpower – British Wheelchair Sport	A grant of £102,600 over three years (£29,600; £36,200; £36,800) towards the costs of wheelchair sports activities for children of primary school age.
TOTAL LONDON- WIDE GRANTS APPROVED ON 25 JUNE 2013: £798,600		

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Grants Approved in January 2014

Annex A

Reference	Organisation	Purpose of Grant
COMMUNITY GRANTS		
12032	AC Carrera	£2,500 towards the costs of pitch hire, new kit / equipment and other costs.
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TOTAL GRANTS APPROVED ON 14th January 2014: £145,020		

London-wide Grants Approved in June 2013

Annex B

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TOTAL LONDON- WIDE GRANTS APPROVED ON 25 JUNE 2013: £798,600		

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Committee(s):	Date(s):
City Bridge Trust	15 th May 2014
Subject: Grant Applications Statistical Report	Public
Report of: Chief Grants Officer	For decision

Summary

This paper summarises applications received and action taken under your grants programmes in 2014/15. 34 applications will be dealt with at today's meeting, including 13 grant recommendations and 6 grants to be noted as approved by delegated authority for a total recommended sum of £1,292,750. This leaves £12,313,562 remaining on your grants budget for 2014/15.

Recommendations

Members are asked to:

- Note the report
- Consider the grant recommendations in the subsequent annexes

Main Report

Background

- 1.1 This paper summarises action taken in 2014/15 on grant applications received under your Working with Londoners and Investing in Londoners grants programmes. It charts overall spend against your current year grants budget, grants made by programme outcomes, action taken on applications received and a summary of today's recommendations. City Bridge Trust committee also receives an annual statistical report which provides more details of the trends seen over the year. Your last annual statistical report was received in November 2013.
- 1.2 City Bridge Trust grants are awarded in line with your policy guidance which includes the priorities and exclusions that were ratified for the Trust by the Court of Common Council, in July 2013.

Grants budget 2014/15

- 2.1 34 applications will be dealt with at today's meeting of which 13 are recommended for a grant today and 6 are to be noted as approved by delegated authority, for a total recommended sum of £1,292,750. The implications of today's recommendations are shown in Table 1 against the original grants budget for 2014/15.
- 2.2 If you agree the applications recommended for a grant today this will leave £12,313,562 unspent on your grants budget for 2014/5. As instructed at your

April meeting, officers are currently seeking approval for the carry forward into 2014/15 of the £3,533,480 remaining from your 2013/14 grants budget.

Table 1: Overall spend against 2014/15 budget

	Grants budget	Grants spend
Original Grants Budget	£14,950,000	
Write-Backs & Revocations	£28,722	
Total Budget Available	£14,978,722	

Previous committee meetings		
April 2014		£1,372,410
Sub-total approved spend		£1,372,410
Remaining budget	£13,606,312	

Today's recommendations		
May 2014		
Working with Londoners		£113,500
Investing in Londoners		£1,179,250
Total May 2014		£1,292,750
Total annual spend		£2,665,160
Remaining budget	£12,313,562	

- 2.3 It should also be noted that an additional £1m was allocated to be spent via this Committee in 2014/15 for an initiative called 'the Employability Initiative' which you approved at your meeting in November 2012. These figures are not included in the table above.

Grants made by outcome area this financial year

- 3.1 This month the final pending application under your old Working with Londoners programmes has been recommended for a grant. Given that there were only 2 outstanding Working with Londoners applications for decision this financial year, these have not been included in the outcome area analysis below. A full summary of the programme will, however, be included in your annual statistical report. Table 2 shows the breakdown of grants awarded this financial year by outcome area under your Investing in Londoners grant programmes. Charts 1 and 2 show the proportion of grants awarded, including today's recommendations by outcomes area. Chart 1 is based on the number of grants awarded and Chart 2 is based on the value of grants awarded.

Table 2: Grant approvals by outcome area (Investing in Londoners)

Fund/Program	Number of grants			Value of grants		
	Year to date	Today	Total	Year to date	Today	Total
English for Speakers of Other Languages	0	1	1	£0	£63,500	£63,500
Improving Londoner's mental health	1	1	2	£38,000	£120,000	£158,000
Improving London's environment	1	0	1	£49,050	£0	£49,050
Making London more inclusive	2	3	5	£250,750	£195,000	£445,750
Access audit	1	2	3	£4,500	£6,800	£11,300
Making London safer	0	1	1	£0	£60,000	£60,000
Older Londoners	2	1	3	£50,660	£2,850	£53,510
Reducing poverty	1	1	2	£150,000	£165,000	£315,000
Resettlement and rehabilitation of offenders	1	2	3	£120,400	£247,700	£368,100
Strengthening London's voluntary sector	1	2	3	£146,900	£241,900	£388,800
Arts apprenticeships	1	0	1	£4,000	£0	£4,000
Partnership programmes - hardship funds	0	0	0	£0	£0	£0
London youth quality mark	0	0	0	£0	£0	£0
Eco-audits	2	2	4	£6,400	£4,000	£10,400
Strategic initiatives	2	2	4	£411,750	£72,500	£484,250
Exceptional grants	0	0	0	£0	£0	£0
Grand total	15	18	33	£1,232,410	£1,179,250	£2,411,660

Chart 1: % grants awarded by outcome area this financial year (by number of grants)

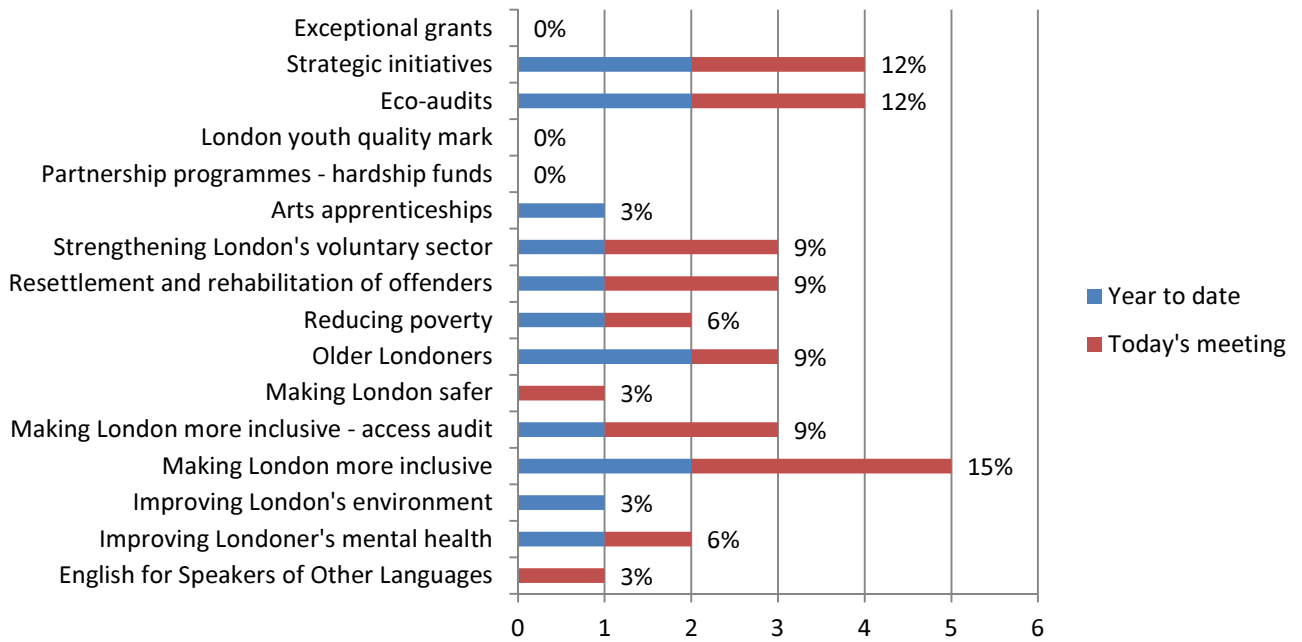
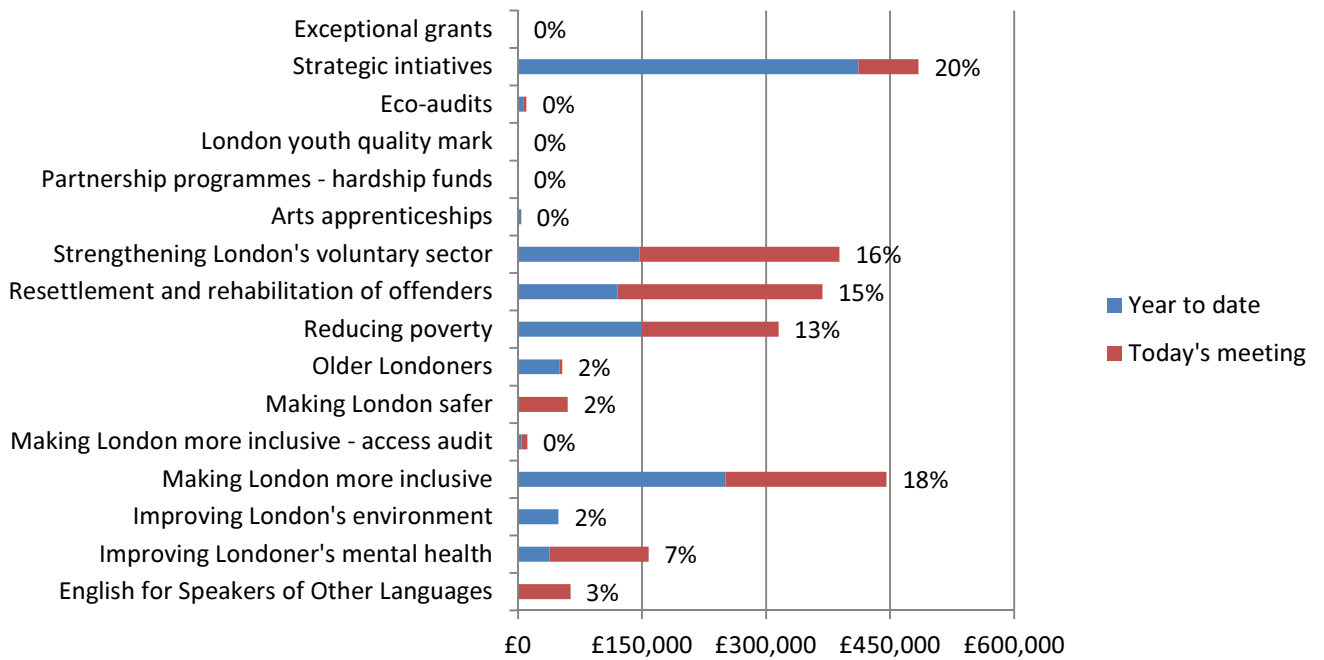


Chart 2: % grants awarded by outcome area this financial year

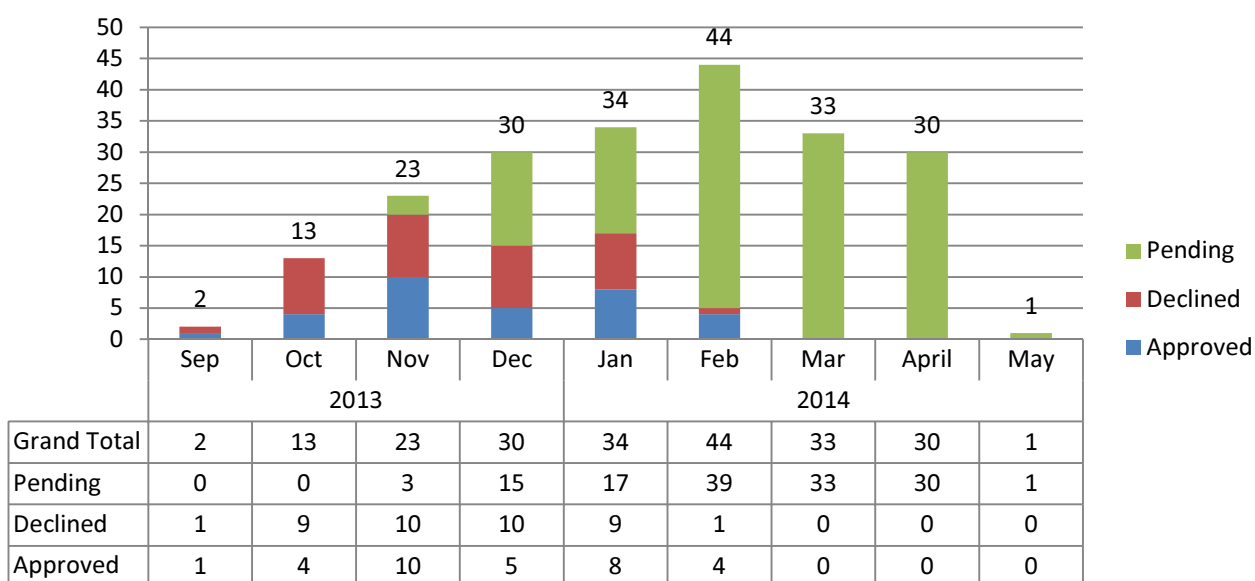


3.2 A large proportion of grants, by number and value, have been made under Making London More Inclusive. This may reflect the wide range of this programme as there are several different priorities under which organisations can apply. It is also a well-established City Bridge Trust programme, similar to Older Londoners, Strengthening London’s Voluntary Sector and Resettlement and Rehabilitation of Offenders which have also seen relatively high numbers of grants. It is however notable that the value of grants made under Older Londoners is lower: these tend to be small grants for small local projects. It is interesting to see that there is a comparatively high number and value of grants approved under Reducing Poverty, one of your newer programmes, which seems to have been well received. The proportion of grants awarded as strategic initiatives is comparatively high. This reflects the recent focus on more strategic work that has been detailed in previous Chief Grants Officer reports. Given the early point in the financial year however, any analysis of trends should be treated with caution.

Applications received since the launch of Investing in Londoners

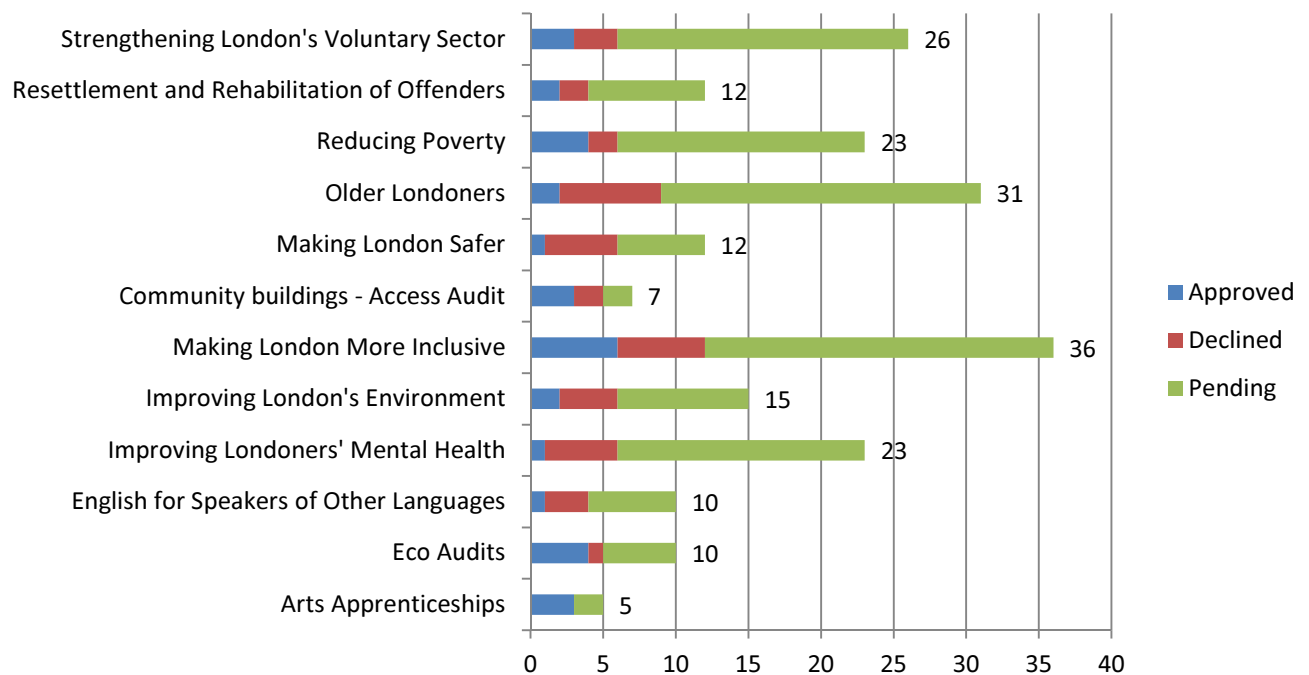
4.1 Chart 3 shows the number of applications received by month and the action taken (excluding strategic initiatives and partnership programmes) since the launch of Investing in Londoners in September 2013. Please note that applications for decision at today’s meeting are still classified as ‘pending’. Application numbers are growing steadily, with a peak of 45 applications received in February. This is similar to the previous year, possibly due to organisations aiming to submit applications before the start of their new financial year.

Chart 3: Applications received by month and action taken since Investing in Londoners launch in September 2013



4.3 Chart 4 summarises the number of applications received by outcome area since Investing in Londoners was launched in September 2013 (excluding strategic initiatives and partnership programmes). Please note that applications for decision at today’s meeting are still classified as ‘pending’. In line with the analysis of grants awarded, this shows that there are high numbers of applications under Strengthening London’s Voluntary Sector, Older Londoners and Making London More Inclusive. However it is positive to see that more ‘pending’ applications are coming through in areas where fewer grants have been awarded such as Improving Londoner’s Mental Health and Making London Safer. Higher numbers of rejections can be observed under Older Londoners and Making London More Inclusive – however this is simply a reflection of the higher numbers of applications for these programmes and does not necessarily reflect a higher rejection rate.

Chart 4: Investing in Londoners applications received by outcome area and action taken since launch in Sept 2013



Today's applications

5.1 34 applications will be dealt with at today's meeting. Table 3 notes the type of action recommended. Full details of each of these applications are shown in separate sections later on in your papers.

Table 3: Action to be taken on applications today

Action to be taken	Number	Working with Londoners	Investing in Londoners
Applications recommended for grant	13	1	12
Funding approved by delegated authority <£5k (to note)	5	0	5
Funding approved by delegated authority <£25k (to note)	0	0	1
Applications recommended for rejection	14	0	14
Withdrawn applications (to note)	1	0	1
Applications lapsed (to note)	0	0	0
Total applications	34	1	33

Jemma Grieve Combes
Grants Officer

T: 020 7332 3174

E: jemma.grievcombes@cityoflondon.gov.uk

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The City Bridge Trust Working with Londoners Summary of Grant Recommendations

Ref No.	Organisation	Requested Amount	Recommended Amount
<u>Strengthening the Third Sector</u>			
a)	11932 Resource for London	£113,500	£113,500
<u>Total Strengthening the Third Sector</u>		£113,500	£113,500
Grand Total		£113,500	£113,500

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MEETING: 15/05/2014

Ref: 11932

ASSESSMENT CATEGORY - Strengthening the Third Sector

Resource for London

Adv: David Farnsworth

Amount requested: £113,500

Base: Islington

Benefit: London-wide

Amount recommended: £113,500

Purpose of grant request: The Enhance project will support London's Black, Asian, Minority Ethnic and Refugee community groups through the provision of affordable meeting space and capacity building.

Background

Resource for London is a registered charity and a wholly owned subsidiary of Trust for London (TfL), the independent grant-making foundation which provides grants across London.

For c.20 years, Resource for London (RfL) has been the largest charity centre providing office, meeting, and conference space for the community and voluntary sector in London. It is located on Holloway Road and houses a diverse range of charities and community groups and encouraging collaboration is at its core.

Over the last 2/3 years TfL has invested nearly £2m in the centre to upgrade the facilities and provide good quality meeting and conference space which is fully accessible to people with a range of disabilities. With the improvements complete, RfL is focused on its new vision as a hub for activities addressing poverty and inequality in London through the delivery of a range of support services for the community and voluntary sector.

The Enhance project is part of this new vision: focusing on Black, Asian, Minority Ethnic, and Refugee organisations in London, and supporting them to meet, interact, collaborate and become more robust through capacity building support and training.

Funding History

City Bridge Trust has not previously provided funding. This application marks an important step for RfL on its road to diversify its funding base.

Current Application

This application has been made under your 'Strengthening the Third Sector' strand of your previous grants programme 'Working with Londoners'.

The Enhance project was developed in response to a consultation which identified a number of key infrastructure support needs for Black, Asian, Minority Ethnic, and Refugee organisations. It is therefore focused on providing these groups with:

- An environment encouraging a good collaborative mix of groups with mentoring and buddying provided;
- A programme for groups addressing poverty in their communities with a particular focus on Hackney, Haringey, Islington, and Camden;

- A space for events that will be a focus for capacity building for hundreds of smaller BAMER groups;
- Affordable office; meeting; and exhibition space.

You are requested to contribute to the cost of a Networking & Partnerships Manager; a Conference administrator; accommodation costs; and related promotional and evaluation work.

Financial Observations

Audited accounts of RfL for the year ended 31 December 2012 show a deficit of £175,782, all on unrestricted funds. This represents an improved position compared to the deficit in 2011 of £261,458.

RfL has a reserves policy to hold 3 months' worth of operating costs, equating to £245k of current year expenditure. Available free reserves against this target amounted to £37,887 as at 31 December 2012. However, the charity's balance sheet was in a negative position overall, due to long-term loans of £424,772, which are amounts owed to the parent charity TfL for working capital loans.

The draft outturn for the year to December 2013 shows total income of £809,430 and a further deficit of £101,340.

The forecast for the current year to December 2014 shows income of £1,004,017, of which £697,000 (69%) had been confirmed as at 7 March 2014, and a small overall surplus of £9,910.

Whilst the financial position of RfL is showing signs of improvement with the current year forecast moving into surplus, the charity remains financially fragile as it has negative free reserves and holds long-term working capital loans payable to its parent charity TfL of approximately £0.5m.

However, the parent charity TfL has advised that it has reviewed RfL's business plans and cash flow projections from 2012 to 2018 and that these show forecast budgeted surpluses from 2014 onwards. TfL has also advised that it would not be seeking repayment of its working capital loans before 2018, unless RfL was in a position to repay them before that time.

Audited accounts of the parent charity TfL for the year ended 31 December 2012 show a strong balance sheet with invested endowment funds amounting to £235.4m.

Officer's Appraisal

RfL has a long history of working with and supporting smaller organisations in the voluntary and community sector to improve and work together to achieve better outcomes for London.

The Enhance project focuses resources on particularly disadvantaged groups and will provide very practical support: from affordable office, meeting, and exhibition space through to a programme of seminars and training events that encourage collaboration, capacity building and the sharing of good practice between different groups.

RfL's finances taken in isolation are in a fragile, but improving position. A determinate factor in recommending this application is the comfort of the backing of

Trust for London as the parent company: the Trust is committed to the centre, this project, and has an asset base of £235M.

This application is an opportunity for CBT to add the weight of its name, to that of a key partner London funder in support an important project. The project will assist groups working in areas of considerable disadvantage, in a collaborative manner, and will strengthen the London voluntary sector: an important strand of your previous and current grants programmes. Your support to this project will also enable RfL to begin to diversify its funding base and send a strong message to other potential London funders

Recommendation

£113,500 over three years (£58,500; £30,000; £25,000) towards the delivery and evaluation of the Enhance project providing affordable office, meeting, and exhibition space and a programme of seminars and training events that encourage collaboration, capacity building and the sharing of good practice between different community and voluntary sector groups.



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)

11932

Date Received:

02/07/13

Programme
Area:

7

1. About your organisation

Name of organisation applying for grant: Resource for London	
If the organisation is part of a larger organisation, what is its name? Trust for London	
Address for correspondence 356 Holloway Road London	
Postcode: N7 6PA Is this your home address? No	
Contact person: Select Title Mike Butler	Position: Development Worker
Phone: 020 7697 4001	Fax:
E-mail: mike@resourceforlondon.org	
Website: www.resourceforlondon.org	
Legal status of organisation: Registered Charity	
If registered, please give charity number: 1015305	
Year and month organisation established: January 1992	

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) The Enhance project will support London's Black, Asian, Minority Ethnic and Refugee community groups through the provision of affordable meeting space and capacity building
How much funding is requested? Year 1: £58,500 Year 2: £30,000 Year 3: £25,000 Total: £113,500

3. Aims of your organisation

Resource for London is the largest centre for the voluntary sector in the capital and includes a conference hall and 12 meeting rooms of all sizes. Resource for London's aim is to offer good quality affordable space to help London's voluntary sector thrive. For 20 years it has been the main location for the capital's third sector to arrange meetings, conferences and AGMs. Resource for London is a registered charity and a wholly owned subsidiary of the Trust for London and any proceeds are reinvested to benefit groups tackling poverty and inequality in London.

Since a £2 million refurbishment by the landlord, Trust for London, the new vision for the centre is to be a hub for activities addressing poverty and inequality through the delivery of a range of third sector support services.

4. Main activities of your organisation

Located in Islington, Resource for London (RfL) is where the voluntary sector comes to work, meet and exhibit. Over the last two years nearly £2 million has been directly invested in the centre by the Trust for London to upgrade the facilities and provide good quality office, meeting and conference space and a new café.

The Centre, owned by the Trust for London, leased to its subsidiary RfL and managed by Ethical Property Company on behalf of RfL's Board, offers rents and room hire that are very competitive and affordable to the capital's voluntary sector.

RfL's activities, whilst being highly professional, are at the same time designed with the voluntary sector in mind i.e. short leases and shared services. The centre is home to a wide range of charities and each year over 150,000 people attend meetings at Resource for London. The focus for activities is to offer essential support services for the capital's third sector in order to share knowledge, best practice and joint working.

5. Number of staff

Full-time	Part-time	Management committee members	Active volunteers
5	1	5	1

6. How do you support your volunteers?

Volunteers are provided with training and support to ensure that their time with the centre is productive and well managed.

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	25

8. Finance

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

Financial year ended - Month: **December** Year: **2012**

Income received from:	£
Voluntary income	
Activities for generating funds	
Investment income	10
Income from charitable activities	656,835
Other sources	
Total Income	656,845

Expenditure:	£
Charitable activities	818,444
Governance costs	14,183
Cost of generating funds	
Other	
Total Expenditure	832,627
(Deficit)/surplus for the year:	-175,782

Asset position at year end	£
Fixed assets	62,908
Investments	
Net current assets	37,887
Long-term liabilities	-424,772
*Total A	-323,977

Reserves at year end	£
Endowment funds	
Restricted funds	
Unrestricted funds	-323,977
*Total B	-323,977

* 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?
c. 15%

10. Material changes

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

In both 2011 and 2012 the centre underwent a major refurbishment. This essential work involved using the charity's cash reserves and the provision of a loan from Trust for London. During the building works use of the meeting space etc. was considerably reduced leading to a deficit in both years. Now that the centre is once again fully open the focus is on returning the charity to its former good financial health.

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 <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: 2010	Year: 2011	Year: 2012
(i)			
(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: 2011	Year: 2012

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

Resource for London is committed to delivering all of its activities to high environmental standards. This includes cleaning reducing energy consumption through a programme of improvements in the heating system and lighting. The centre is managed by Ethical Property Company which aims to encourage positive environmental practices by:

- minimising carbon emissions
- reducing water consumption
- promoting sustainable transport
- reducing waste

Resource for London has a Carbon Trust Standard certificate.

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: Resource for London's (RfL's) consultation has revealed a number of infrastructure support needs for Black, Asian, Minority Ethnic and Refugee (BAMER) organisations in London. These include a lack of affordable office and meeting space and training and networking events designed to boost skills and collaborative working. The Mayor's strategy document London Enriched (2009) stresses that BAMER groups must: "build their capacity by forging closer relationships with...2nd tier organisations." It stresses practical measures designed to engage migrant and refugee forums. Refugee community organisations in London are being disproportionately affected by the economic downturn with many reliant on local government grants which have disappeared. These smaller community groups are less well equipped to access grants from trusts and other sources and infrastructure bodies have warned that many more local RCOs are likely to disappear without intensive support measures. Often there are many smaller groups with overlapping interests and the need is for facilitation, space and resources for them to come together to make the most of the opportunities available in a tough economic environment. BAMER groups are generally poorly resourced and face language and other barriers with a critical impact on commissioning decisions for essential services. Refugee forums say that training in marketing and engaging with commissioners should be a focus for the Enhance project.

How will the work be delivered: Enhance will offer a programme of infrastructure support and capacity building to London BAMER groups. The vision is to create an environment for groups to meet, interact and collaborate. We will ensure a mix of groups including CICs with mentoring and a culture of support. Enhance will be for groups addressing poverty in their communities with capacity building events and more. There will be 4 strands: Flexible and affordable office space for the smallest groups including start ups operating out of people's homes. A dynamic space where groups can share knowledge with intensive support including training sessions. Secondly, meeting and conference space with events offered free space with additional support from RfL. Thirdly, a programme of capacity building seminars and training events encouraging good practice between BAMER groups supported by the Evelyn Oldfield Unit, ROTA, Voice4Change England and the Sheila McKechnie Foundation who are based in the centre. Themes will be: Income generation, Governance, Policies, Information technology, Social media and Policy and campaigning. Fourthly, we will host exhibitions and resources through RfL's website designed to promote the achievements and the challenges faced by London BAMER organisations including disseminating research.

What will the project achieve? 1. 700 sq ft of office space for at least 20 small/start up organisations supporting the poorest communities in London; 2. 9 conferences and larger meetings with free space for events organised by BAMER organisations; 3. 6 large networking and training events encouraging collaboration; 4. 8 exhibitions at promoting the needs and achievements of London BAMER groups

The right organisation: RfL is the capital's largest charity centre housing charities and providing meeting and conference space for the third sector. RfL has extensive experience and insight into the needs of London's voluntary sector. Our location and vision as a hub for activities addressing poverty and inequality have led to a focus on supporting BAMER community groups.

Strengthening the Third Sector: Enhance is designed to improve the skills and resilience of London BAMER organisations. Through targeted actions the project will deliver the space and infrastructure support that groups need to thrive. RfL is a second-tier organisation and Enhance will ensure that groups have access to the space they need and ensure that their voice is heard at local and regional levels.

Good Practice: Enhance has evolved from consultation with organisations that are either directly involved in delivering services to BAMER communities in London. A Working group is being established to ensure that they can continue to help make the initiative a success. Promotions will be targeted at grassroots organisations that are under resourced and struggling to survive the recession. We will examine the lessons learned from taking forward the project to ensure that London's third sector benefits from the experience gained.

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

Enhance will involve comprehensive monitoring and evaluation in order to ensure that the stated outcomes and outputs are being delivered and that best practice can be disseminated effectively. The Working Group of organisation that will assist with the project delivery will oversee the monitoring and evaluation process.

RfL's Networking & Partnerships Manager will have day to day responsibility for implementing the key activities within the Enhance project including collecting monitoring data and producing reports. This will include identifying key indicators and data collection tools to ensure that outcomes are being met.

Each year a full Enhance evaluation report will be completed as a key document to pass on the lessons learned from the project. This will be promoted through RfL's networks which include a substantial in house database of several thousand organisations that used the centre's services. Partner organisations such as those based in the centre and assisting with this project will also support the dissemination process. Finally, at the end of the City Bridge Trust funded project, Trust for London will publish a whole project evaluation which will be distributed through its networks.

17. Beneficiaries

In line with our anti-fraud policies, we may, in exceptional circumstances, require you to provide contact details of your beneficiaries (see Guidance Notes).

How many people will benefit from the grant per year? **1290**

What age group will benefit? **All ages**

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 30%; Camden 15%; Haringey 10%; Hackney 10% all other boroughs 35%

At what address will the activity be located? **356 Holloway Road
London N7 6PA**

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

	%		%
White - British		Black - Caribbean	5
White - Irish		Black - African	17
White - Other (please describe) Mixed	6	Black - Other (please describe)	5
Asian - Indian	17	Black - British	19
Asian - Pakistani	7	Chinese	2
Asian - Bangladeshi	6		
Asian - Other (please describe) Other SE Asia	12	Other (please describe) Arab, Latin American	8
Open to everyone			

What proportion of the beneficiaries will be disabled people?
5%

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 £
Networking & Partnerships Manager	14400	14400	14400	43200
Conference Administrator	5987	6107	6229	18322
Promotions inc. Printing, Web Design etc	2500	500	510	3510
Deskspace service charges	3985	8129	8292	20406
Deskspace capital costs	18750			18750
Partner Delivery Costs	6000	6000	6000	18000
Project Evaluation & Report	800	800	800	2400
Organisation Overheads (Rent, Postage,	6291	3825	3850	13965
TOTAL	58713	40248	40578	139539

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?

Funders	£
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 £
Networking & Partnerships Manager	14400	14400	14400	43200
Conference Administrator	5987	6107	6229	18322
Promotions inc. Printing, Web Design etc	2500	500	510	3510
Deskspace service charges	3985			3985
Deskspace capital costs	18750			18750
Partner Delivery Costs	6000	6000	3061	15061
Project Evaluation & Report	800	800	800	2400
Organisation Overheads (Rent, Postage,	6078	2193		8271
TOTAL	58500	30000	25000	113500

20. Funding requested from the Trust (continued)

When will the funding be required? The project can commence as soon as funding is available
Is the activity to continue beyond the period for which funding is requested? If so, how will it be resourced? Resource for London will seek replacement funding from trusts and other sources including statutory sources as specific opportunities arise
If any planning or other statutory consents are required for the project to proceed, what stage have the applications reached? N/a

21. Referee

Please provide us with the contact details of a current or recent funder of your organisation who is willing to act as a referee.

Referee
Name: Andy Gregg
Organisation: Race on the Agenda
Address: Resource for London 356 Holloway Road London N7 6PA
Tel: 020 7697 4093
E-mail: Andy@rota.org.uk

Declaration on behalf of applicant organisation

I, **Bharat Mehta** (your name)

am an authorised representative of

Resource for London (your organisation)

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

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

Signature



Date **12th June 2013**

How your information will be used by the Trust

City Bridge Trust (which is administered as part of the Bridge House Estates by the City of London Corporation) processes personal data in compliance with the Data Protection Act 1998. The Trust obtains and uses information, including personal data, as part of the process of assessing grant applications and monitoring the use of grants. The information you provide on the application form may be made public as part of the assessment of this application. In addition, the Trust may share this information with third parties, including other funders, its external consultants and external auditors, police and regulatory bodies for the purpose of determining, preventing or detecting crime; or ensuring that no organisation is receiving duplicate funding; or the validation of contracts; or where this is otherwise required by law.

By signing and submitting your application form you give your explicit consent for us to use data relating to your application as set out above.

Our contact details for enquiries about how we process your information are:

The City Bridge Trust, City of London, PO Box 270, Guildhall, London EC2P 2EJ. Telephone: 020 7332 3710

Concerns over fraud and corruption

Should you, at any time, have concerns of fraud and corruption within your organisation relating to the grant, then please raise your concerns with us using our Whistle Blowing facilities. You may use our Audit team's 24 hour answer phone number, 020 7332 3663, to report the details or email raiseyourconcern@cityoflondon.gov.uk

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

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The City Bridge Trust Investing in Londoners Summary of Grant Recommendations

Annex No.	Ref No.	Organisation	Requested Amount	Recommended Amount
<u>English for Speakers of Other Languages</u>				
b)	12139	The New Cross Gate Trust	£64,460	£63,500
<i>Total English for Speakers of Other Languages</i>				<i>£63,500</i>
<u>Improving Londoners' Mental Health</u>				
c)	12119	Room to Heal	£119,889	£120,000
<i>Total Improving Londoners' Mental Health</i>				<i>£120,000</i>
<u>Making London More Inclusive</u>				
d)	12144	Contemporary Dance Trust	£55,637	£55,000
e)	12097	Disablement Association Hillingdon (DASH)	£90,000	£90,000
f)	12211	Greenwich+Docklands Festivals	£85,000	£50,000
<i>Total Making London More Inclusive</i>				<i>£195,000</i>
<u>Making London Safer</u>				
g)	12125	Parents and Abducted Children Together (PACT)	£60,000	£60,000
<i>Total Making London Safer</i>				<i>£60,000</i>
<u>Reducing Poverty</u>				
h)	12130	FareShare	£165,000	£165,000
<i>Total Reducing Poverty</i>				<i>£165,000</i>

Resettlement and Rehabilitation of Offenders

i)	12148	Prison Advice and Care Trust	£147,023	£142,000
j)	12106	WWV	£133,332	£105,700

Total Resettlement and Rehabilitation of Offenders ***£247,700***

Strengthening London's Voluntary Sector

k)	12164	Local Accountancy Project	£103,000	£100,800
l)	12131	Volunteer Centre Hounslow	£132,411	£141,100

Total Strengthening London's Voluntary Sector ***£241,900***

Grand Totals **£1,242,549** **£1,093,100**

MEETING: 15/05/2014

Ref: 12139

ASSESSMENT CATEGORY - English for Speakers of Other Languages

The New Cross Gate Trust

Adv: Ciaran Rafferty

Amount requested: £64,460

Base: Lewisham

Benefit: Lewisham

Amount recommended: £63,500

Purpose of grant request: To provide accessible English Language support to residents of New Cross, supporting them to access local services and participate in the local community.

Background

The New Cross Gate Trust (NXG) was set up in 2008 following on from a local New Deal for Communities regeneration programme. It aims to promote regeneration and community development in and around the New Cross area. It remains a very deprived area although physical regeneration is ongoing and active.

The Trust currently runs a range of activities including: Under 5's programmes; environmental workshops for children; and family learning activities. There are also some ESOL based conversational classes for parents of local schoolchildren. Its base, which it lets out to other local groups for meetings, etc, at zero or little cost, is within a small community garden, ideal for the environmental activity and a much-used green oasis amongst the busy roads and redevelopments.

NXG's funding model is an interesting one. Most of its income is unrestricted and comes from rents from local properties which were held by the local authority on the Trust's behalf. These properties were legally transferred over in mid-2013 and which now will show as fixed assets on future balance sheets, thereby further underpinning the organisation's finances in the future.

Funding History

None.

Current Application

This application is to provide a varied programme of ESOL for beginners and up to Level 2. There is great need in the area, as the organisation has been able to demonstrate through the enquiries it receives almost on a daily basis and through the existing conversation classes for parents where the local primary school, for example, has a large proportion of parents arriving in reception/year 1 with little or no English spoken within the home. Many of the potential beneficiaries are expected to come from French-speaking countries. Other local agencies and services (NXG is extremely well linked in to these) have also provided evidence of need. Interestingly, for example, there is currently a high demand amongst men in their late 50s and 60s who, until recent times, have been working and able to get by but are now unemployed and, as much as anything else, want to do something meaningful with their time and want better English language skills so they can volunteer and/or get more involved in the local community.

Funding, should you award it, would be used to employ a part-time (2 days per week) fully qualified ESOL tutor who, in addition to teaching, will manage a programme of outreach to ensure the project becomes known to those who need it most. Lack of English language skills has a double-whammy effect on the most disadvantaged and who need to access local services or support. Four classes per week will be provided for 39 weeks per year – one each of ESOL Entry Level; Level 1; and Level 2 plus a series of conversational classes which will also include trips to key agencies and services (eg local hospital, housing office, etc).

Financial Observations

Independently examined accounts for the year ended 31st March 2013 show a surplus of £1,504 (0.8%) on income of £179,750, all on unrestricted funds.

The charity's reserve policy is to hold 6 months' worth of running costs which the charity calculates as £84,588. At 31st March 2013 free unrestricted reserves held amounted to £319,186 which is equivalent to 22.6 months' worth of running costs (or 12.7 months' worth of total expenditure in the current year), which is considerably higher than the reserves policy target.

The charity advises that the current surplus of free unrestricted reserves of £234,598 in excess of the reserve policy level is due to accrued rental income prior to the Trust's launch. The Trust has agreed to gradually deplete this surplus by 20% per year over a 5 year period commencing in 2013/14, towards continuity of service provision. Longer term, the Trust anticipates delivery of a Healthy Living Centre from the end of 2018 which will provide additional rental income, with full-year income anticipated to be at least £100,000.

Draft figures for 2013/14 indicate income of £194,359 and expenditure of £221,027 creating a deficit of £26,668 (13.7% of turnover), comprising a deficit of £39,681 on unrestricted funds offset by a surplus on restricted funds of £13,013.

For 2014/15 income is projected to be £260,165 and expenditure £300,456 creating a deficit of £40,291 (15.5% of turnover), comprising £39,521 on unrestricted funds and £770 on restricted funds. All restricted income of £18,866 (7.2%) has been confirmed at 23rd April 2014, whilst the remaining unrestricted income comes from property rentals of £124,260 (47.8%) residential and £115,039 (44.2%) commercial, as well as £2,000 (0.8%) of donations.

Officer's Appraisal

NXG is very rooted in, and knowledgeable of, its community and of the various needs which exist. Its board is strong and comprises a wide range of skills and knowledge. This proposal has been carefully constructed and seeks to present a pragmatic and targeted service to meet the particular needs of local people. The tutor will hold the necessary teaching qualification whilst the project will also seek to engage the learners in volunteering and to help them become more active members of the community. The grant advised is slightly less in year 1 as your officer feels that the sum requested for recruitment is not essential as the organisation has sufficient funds within its budget for this purpose, if required.

Recommendation

£63,500 over three years (£22,000; £21,000; £20,500) for salary costs of a part-time (2dpw) qualified ESOL Tutor plus running costs of a programme of ESOL classes up to and including Level 2.

The City Bridge Trust

Investing In Londoners: Application for a grant



About your organisation

Name of your organisation: The New Cross Gate Trust	
If your organisation is part of a larger organisation, what is its name? n/a	
In which London Borough is your organisation based? Lewisham	
Contact person: Mrs Jenny Couper	Position: Strategy and Partnerships Manager
Website: http://www.nxgtrust.org.uk	
Legal status of organisation: Registered Charity	Charity, Charitable Incorporated Company or company number: 1118010
When was your organisation established? 04/01/2008	
<p>Aims of your organisation:</p> <p>Our vision is that New Cross Gate should be a place where people are able to live happy, healthy, stable and fulfilled lives. We work to support people of New Cross to achieve their full potential.</p> <p>Our mission is to:</p> <ul style="list-style-type: none"> - Provide access to high quality life-long learning opportunities, while encouraging people to value the importance of education and learning for themselves and those around them - Provide services which support local people into sustainable employment, tackle barriers into employment, and support them to manage their personal circumstances - Support local people to be healthy, and understand the benefit of a healthy lifestyle - Support local people to understand, respect, protect, develop and enjoy their local environment <p>We also aim to build partnerships with local organisations who share our vision, to develop our joint capacity, sustainability and quality of service, and to develop volunteering opportunities, and through this build a stronger local community.</p>	
<p>Main activities of your organisation:</p> <p>We provide activities including:</p> <ul style="list-style-type: none"> - under 5s stay and play - environmental learning programme for school groups - annual summer theatre school for 9-14 yr olds including Junior English Speaking Board exam - Evening 'Glee Club' Choir for 9-14 year olds - Wider health and education based summer activities through partner organisations - Homework Club - family learning activities - ESOL based conversational class for parents of local school children incorporating parenting/education support 	

- sewing and creative learning activities
- First rung adult learning programme, including Food, Health and Hygiene, First Aid At Work, ESB Communication and Presentation Skills. We are registering with National Open College Network to expand our offer.
- Open access job search sessions through partner organisation
- Health activities, gardening club, and bee-keeping courses
- Capacity building support and training for partner organisations who share our objectives

Number of staff

Full-time:	Part-time:	Management committee members:	Active volunteers:
1	4	14	20

Property occupied by your organisation

Is the main property owned, leased or rented by your organisation?	If leased/rented, how long is the outstanding agreement?
Leased	24 years

Grant Request

Under which of City Bridge Trust's programmes are you applying? English for Speakers of Other Languages
Which of the programme outcome(s) does your application aim to achieve? More people with improved English language skills More people participating in the wider community
Please describe the purpose of your funding request in one sentence. To provide accessible English Language support to residents of New Cross, supporting them to access local services and participate in the local community.
When will the funding be required? 09/01/2014
How much funding are you requesting? Year 1: £22,820 Year 2: £20,820 Year 3: £20,520 Total: £64,460
Do you plan to continue the activity beyond the period for which you are requesting funding? If so, how do you intend to fund it? YES - a GP surgery and community facility is due to be built in New Cross. This will be owned by the Trust and provide a long term rental income stream which will support services in the long term. Proposal will go to developers within the next quarter.
If you need any planning or other statutory consents for the project to proceed, what stage have the applications reached? Not applicable

Summary of grant request

New Cross Gate has an incredibly diverse population, with 30% of the population born outside of the EU. The predominant ethnic group is Black / Black British (36%), with significant representation from Eastern Europe, Chinese/Vietnamese, Sri-Lankan and Latin American backgrounds. 15% of households have no-one in the household with English as a main language. Only 56% of reception children have English as a main language (Autumn School Census 2012). Ourselves and other local charities consistently encounter residents seeking ESOL support, with insufficient affordable provision locally.

We will employ a 0.4 part-time Esol teacher to deliver 4 sessions each week. Conversational, entry, level 1 and level 2. Integrated through all sessions will be opportunities that encourage engagement with local services such as schools, courts, hospitals/health centre, post office, bank, housing office, advice centre and others. There will be a strong focus on supporting students to develop their language and general knowledge about services they can access. There will also be some emphasis on developing skills and knowledge around employment, adult education and training.

The NXG Trust has a strong track record of delivering high quality, well respected family learning and adult learning activities, from sewing classes, community events to First Aid at Work, Food Health and Hygiene, and English Speaking Board Communication and Presentation Skills. We are currently working to expand adult learning provision through the National Open College Network (NOCN). We host a community garden, environmental sessions for schools, and under 5s stay and play sessions. There are a variety of volunteering opportunities. We also fund activities through partner charities locally, such as a homework club and job search support. Our emphasis is on supporting the social regeneration of New Cross, and we recognize that building language skills and connecting new entrants to available services is a vital step in this ambition. We will encourage ESOL participants to make full use of what the centre has to offer.

We already deliver a conversational ESOL class within the local primary school (since April 2013), targeted at parents of new reception children and aimed at building confidence and social networks of parents who do not speak English, while developing their understanding of the English educational system, so they can better support their children with learning. There has been significant demand from participants for a progression route.

- Our Board comprises 14 trustees, 8 are local residents selected to reflect the diversity and needs of the local community, drawn from our service users and by advert from the wider community.
- our users are very reflective of the diverse community. User monitoring and feedback is constantly used to develop our services offered.
- We offer a variety of volunteering opportunities including gardening, maintenance, office work and more. We discuss goals and interests with our volunteers, we encourage them to use our wider services and signpost to wider opportunities and services. We host an annual 'thank you' party for our volunteers. Volunteers comprise a key part of our organisation and we treat them all as individuals, giving wider support, signposting and advice where relevant.
- We are taking steps to reduce our carbon footprint, through for example, composting and recycling waste, turning off electrical equipment, and are keen to look at further options. We teach primary classes on this subject as well as broader environmental issues such as bee keeping, pond life, and food growing.

Outputs and outcomes

What are the main activities or outputs you want to deliver? Please include no more than 5. By activities or outputs we mean the services, products or facilities you plan to deliver. If you plan to deliver work over more than one year you should include activities over the full grant period requested. Try to be specific.

ESOL Entry level, Level 1 and Level 2, each class delivered one session per weekly, term time (39 weeks per annum).

ESOL conversational class combined with discussions/ visits to mainstream/charitable services including the local hospital, GP surgery, school, FE college, housing office, courts, police station, local charities specialising in benefit and employment advice, youth services, supermarkets etc, or visits from services such as Community Safety, Stop Smoking service, Carers Lewisham etc.

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

Participants will demonstrate improved English language skills along a continuum from Entry to Level 2. Classes will be certificated.

Participants will develop stronger social networks, make new friends, and feel able to come out of the house more, and try out new activities.

Participants will develop the confidence and understanding of how to access local services, such as health services, employment support, benefit advice, council services, further education or even employment.

Families will have a better understanding of the school system, and what is expected of parents to support their child's learning journey.

Who will benefit?

About your beneficiaries

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

30

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

Lewisham (90%)

Southwark (10%)

What age group(s) will benefit?

All ages

What gender will beneficiaries be?

All

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

A range of ethnic groups

If Other ethnic group, please give details:

What proportion of the beneficiaries will be disabled people?

1-10%

Funding required for the project

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

Expenditure heading	Year 1	Year 2	Year 3	Total
Part time staff member (£250 * 14hours)	18,200	18,200	18,200	54,600
Oncosts (10%)	1,820	1,820	1,820	5,460
Teaching resources (includes interactive screen in year 1)	1,500	500	500	2,500
Utilities, room hire (£32 per session, 4 per week)	4,862	4,862	4,862	14,586
Laptop/admin resources for staff member	500	100	100	700
Cost of trips and visits to local services	300	300	300	900
Accreditation/certification	0	0	0	0
Marketing and advertising	250	250	250	750
recruitment	1,000	0	0	0

TOTAL:	28,432	26,032	26,032	80,496
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What income has already been raised?

Source	Year 1	Year 2	Year 3	Total
NXG Trust -utilities room hire	4,862	4,862	4,862	14,586
NXG Trust - office space and equipment	500	100	100	700
NXG Trust - Marketing and advertising	250	250	250	750
	0	0	0	0

TOTAL:	5,612	5,212	5,212	16,036
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What other funders are currently considering the proposal?

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

TOTAL:	0	0	0	0
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How much is requested from the Trust?

Expenditure heading	Year 1	Year 2	Year 3	Total
Part time staff member	18,200	18,200	18,200	54,600
Oncosts	1,820	1,820	1,820	5,460
Teaching resources	1,500	500	500	2,500
Accreditation/certification	0	0	0	0
cost of trips to local services	300	300	300	900
recruitment	1,000	0	0	0

TOTAL:	22,820	20,820	20,820	64,460
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Finance details

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

Financial year ended:	Month: March	Year: 2013
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Income received from:	£
Voluntary income	174,033
Activities for generating funds	668
Investment income	5,049
Income from charitable activities	0
Other sources	0
Total Income:	179,750

Expenditure:	£
Charitable activities	145,671
Governance costs	14,165
Cost of generating funds	0
Other	18,410
Total Expenditure:	178,246
Net (deficit)/surplus:	1,504
Other Recognised Gains/(Losses):	0
Net Movement in Funds:	1,504

Asset position at year end	£
Fixed assets	0
Investments	0
Net current assets	322,831
Long-term liabilities	0
*Total Assets (A):	322,831

Reserves at year end	£
Endowment funds	0
Restricted funds	3,645
Unrestricted funds	319,186
*Total Reserves (B):	322,831

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

Statutory funding

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

Organisational changes

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

none applicable

Previous funding received

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

	2010 £	2011 £	2012 £
City of London (except City Bridge Trust)	0	0	0
London Local Authorities	0	13,400	10,541
London Councils	0	0	0
Health Authorities	0	5,248	0
Central Government departments	0	0	761
Other statutory bodies	5,751	0	0

Previous grants received

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

Name of Funder	2010 £	2011 £	2012 £
Capital Community Foundation	20,000	0	0
Capital Community Foundation	20,670	17,770	0
RSA	0	5,700	0
Mercers	0	0	500
	0	0	0

Declaration

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

Please confirm: Yes Full Name: **Jenny Couper**

Role within **Strategy and Partnerships Manager**
Organisation:

MEETING 15/05/2014

Ref: 12119

ASSESSMENT CATEGORY - Improving Londoners' Mental Health

Room to Heal

Adv: Julia Mirkin

Base: Islington

Amount requested: £119,889

Benefit: London-wide

Amount recommended: £120,000

Purpose of grant request: To sustain and develop our unique, trauma-healing community for asylum seekers and refugees living in exile in London who have survived torture and organised violence.

Background

Room to Heal (RtH) was established in 2007 and is a registered charity providing long-term therapeutic and casework support to Asylum Seekers and Refugees who have experienced torture and/or sexual violence. The founding/current Director previously worked for Freedom from Torture and the Helen Bamber Foundation, both of which have previously received your support. RtH's approach replicates but also builds on the individually-based treatments utilised by both of these organisations: assessing all new beneficiaries and following short-term individual therapy, progressing them to gender-specific therapy groups, bringing them into contact with others who have survived torture and are further down the line with their treatment. This feature of RtH's approach is unique; it aims to help beneficiaries to gain socially through contact with other survivors, relearning how to trust people and establish relationships. Clients access service by numerous routes, including: self-referral; referral from Social Services and other agencies; from NHS services; solicitors and from previous clients.

Funding History

N/a

Current Application

RtH proposes to expand and develop its therapeutic and caseload service for Refugees and Asylum Seekers by increasing its capacity and developing its programme. The organisation proposes to increase its staffing capacity from 14.5 days to 19.5 days per week, including an uplift in specialist therapeutic staff time (2.5 days), clinical administration (2 days) and casework support (0.5 days). RtH wishes to expand its provision in response to increasing demand: they have typically accepted between 25-30 new referrals per year; however, in the last year, this figure has increased to 60.

RtH also wishes to refine how it works in response to feedback from staff and beneficiaries. It hopes to introduce mixed-sex therapy groups and specialised Narrative Exposure Therapy (NET) to its therapeutic programme. NET is specifically for people who have experienced multiple traumatic experiences. It provides a technique for untangling traumatic memories that often become merged together, creating a memory that is too distressing to treat. RtH proposes to structure its treatment programme more precisely: it will continue to offer short-term individual

treatment following assessment; however, afterwards, beneficiaries will be referred either to NET, gender-specific therapy groups or directly to mixed-therapy groups, allowing the organisation to tailor its service to individuals' needs. Rth's aim is that all beneficiaries will eventually join mixed therapy groups, preparing them for the intensive treatment offered during Rth's retreats and mixed-gender community gardening projects.

Rth offers a weekly gardening session as part of its activity programme that complements the focused therapeutic sessions and offers an opportunity for its beneficiaries to come together and work in the garden. The gardening sessions provide a forum in which beneficiaries can put new skills into practice, in preparation for Rth's therapeutic retreats and wider integration into society. Their casework support offers practical advice and signposting in relation to accessing services and also in support of the asylum application process.

Financial Observations

Independently examined accounts for the year ended 31st December 2012 shows total income of £105,885 and an operating surplus of £5,425 (5.1% of turnover), all of which was on unrestricted funds.

The reserves policy states that the organisation aims to build sufficient free unrestricted reserves to cover three months' worth of expenditure, which based on current budgeted expenditure is £42,372. At 31st December 2012 free unrestricted reserves stood at £14,083, which equates to just less than one months' worth of current budgeted expenditure.

The forecast for the year ended 31st December 2013 shows total income of £120,770 and an operating surplus of £5,303 (4.4% of turnover). The surplus comprises £4,362 on restricted funds and £941 on unrestricted funds.

The budget for the current year to 31st December 2014 includes increased income (59.1%) and expenditure (46.8%) from 2013, which is associated with this potential CBT grant and with the implementation of a new fundraising strategy. Total predicted income is £192,088, of which £103,875 (54.1%) has been confirmed as at 10th March 2014. After projected expenditure of £169,482 a surplus of £22,606 (11.8% of turnover) is expected, comprising £11,333 on restricted funds and £11,273 on unrestricted funds.

At 31st December 2014 free unrestricted funds are predicted to be £26,297, which is equivalent to 1.2 months' worth of current budgeted expenditure.

Officer's Appraisal

Rth's specialist trauma-therapy provision is delivered by experts associated with leading organisations in this field; it is recognised by funders such as Comic Relief and the United Nations Voluntary Fund for Victims of Torture. The proposed developments have been informed by feedback from clients and staff. Increased capacity will allow Rth to meet growing demand for its service.

Recommendation

£120,000 over three years (£40,000; £40,000; £40,000) towards the salary costs of specialist therapeutic and support staff, therapeutic retreats and clinical supervision for therapeutic staff.

The City Bridge Trust

Investing In Londoners: Application for a grant



About your organisation

Name of your organisation: Room to Heal	
If your organisation is part of a larger organisation, what is its name?	
In which London Borough is your organisation based? Islington	
Contact person: Mr Mark Fish	Position: Director
Website: http://www.roomtoheal.org	
Legal status of organisation: Charitable company	Charity, Charitable Incorporated Company or company number: 1128857
When was your organisation established? 01/01/2007	
<p>Aims of your organisation:</p> <p>Room to Heal aims to help survivors of torture and gross human rights violations heal from their traumatic experiences and build meaningful lives in exile. We achieve this predominantly through the cultivation of a therapeutic community, through which people are able to:</p> <ul style="list-style-type: none"> * Address traumatic experiences and symptoms via therapeutic groups, individual trauma-focused therapy and body therapies; * Find renewed meaning and enjoyment in life through a range of social and creative activities; * Navigate the stress and complexity of the asylum process and resolve material difficulties through casework assistance; * Educate themselves and prepare for future employment; * Interact with local communities; * We also raise awareness of the plight of this vulnerable community amongst the wider public and policy makers. 	
<p>Main activities of your organisation:</p> <p>Room to Heal works with refugees and asylum seekers who have experienced various forms of torture, persecution and organised violence. We provide a healing community for our members and offer practical support alongside psychological and body therapies. Room to Heal offers its members:</p> <ul style="list-style-type: none"> * Weekly men's and women's therapeutic support groups; * Twice weekly therapeutic gardening and mixed social groups; * Individual trauma focused therapy, including specialist techniques; * Intensive therapeutic retreats, single sex and mixed (2-3 per year); * Body-oriented therapies for trauma, and creative community activities; * Casework sessions to help members resolve practical issues such as housing, benefits and employment, medical etc. 	

- * Intensive practical and psychological support through the asylum process including: liaison with immigration lawyers, writing expert reports, attending court as expert witnesses etc.
- * Tailored education and employment support;
- * Integration with local communities through joint projects at the Mildmay Centre and retreat centres in Norfolk / Devon.

Number of staff

Full-time:	Part-time:	Management committee members:	Active volunteers:
0	5	7	15

Property occupied by your organisation

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

Environmental Impact

City Bridge Trust wants to help voluntary sector organisations to have a positive environmental impact. Please tell us how much your organisation is already doing to have a positive environmental impact using the definitions below to help you decide.

Making progress: We have reviewed our organisation's environmental impact and have started to carry out a plan of improvements.

Grant Request

Details of grant request

Under which of City Bridge Trust's programmes are you applying? Improving Londoners' Mental Health
Which of the programme outcome(s) does your application aim to achieve? More refugee and asylum seekers experiencing trauma, grief and loss accessing mental health services resulting in improved mental health
Please describe the purpose of your funding request in one sentence. To sustain and develop our unique, trauma-healing community for asylum seekers and refugees living in exile in London who have survived torture and organised violence.
When will the funding be required? 04/04/2014
How much funding are you requesting? Year 1: £39,963 Year 2: £39,963 Year 3: £39,963 Total: £119,889

Do you plan to continue the activity beyond the period for which you are requesting funding? If so, how do you intend to fund it?

We plan to continue our activity beyond the funding period. We are currently updating our 3 year organisational/fundraising strategy, with input from trustees and partners and a strategy day scheduled in January 2014. We will source continued funding through applications to trusts/foundations, developing corporate partnerships and building support from individual donors.

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

N/A

Summary of grant request

RtH is a specialist, therapeutic community for refugees and asylum seekers. Our members have all survived various forms of torture, persecution and organised violence. The majority have faced rape and sexual abuse. They have lost their families, friends and communities. The experiences they have endured leave them struggling to cope with overwhelming trauma, grief and loss. In addition people face considerable on-going anxieties/challenges around the asylum system and the possible risk of forced return, as well as marginalisation, destitution and poverty. People who have experienced such overwhelming trauma and live in insecurity, need long-term, intensive support that addresses both therapeutic and material needs and the healing benefits of belonging to a community. This is particularly the case as the external environment becomes increasingly hostile, and other services contract in the context of recession.

The over-arching aim of our organisation is to enable people who have survived torture to heal from their traumatic experiences, find renewed meaning in life and integrate successfully into the UK. This project supports this overarching aim, focusing particularly on: increasing our capacity to conduct clinical assessments and short-term psychotherapy (so people can address the most shameful/traumatic aspects of their history and be prepared for group-work); securing a new clinical administration post (enabling us to effectively/sustainably administer our therapeutic programmes); securing further group therapy facilitation (to run a pioneering mixed-gender therapeutic support group); adding further capacity to our casework team (to help members address material needs such as homelessness/immigration issues); fund two intensive, rural therapeutic retreats (which enable profound, lasting therapeutic change); providing clinical supervision and appropriate managerial oversight (ensuring our therapeutic programme is safe and accountable, and ensuring effective direction of the programmes).

Over the past 5 years we have developed expertise in assisting asylum seekers through our unique, community-based programme. We have built strong relationships with other major organisations working in the field including: Freedom from Torture, the Red Cross, and the Helen Bamber Foundation who recognise the innovative, effective and complimentary nature of our work, reflected in increased referrals. We have also developed a network of local/national partners to whom we can refer our members. These include advisory/advocacy groups, solicitors and organisations supporting gay and lesbian people. Time and again members tell us that being part of our unique community provides them with a crucial lifeline and reawakens the hope they had lost, as one member said, 'RtH gave me back hope in life.'

Summary of grant request

At the core of our philosophy is an attempt to move beyond the expert-patient relationship. While there is an important place both for our skilful facilitation of the therapeutic process and the strategic direction of the organisation, our aim has always been to help unlock the resources of our members, empowering people to take their own, unique steps towards healing. Involving members' meaningfully in shaping our work has always been at the heart of our approach and we are increasingly formalising processes that enable their input.

Our members come from 25 countries, and vastly different religious and socio-cultural backgrounds. Negotiating and celebrating difference and diversity, whilst building a rich, functioning community with respect and tolerance at its heart, is key to our work.

Volunteers are vital to our work. We work hard to ensure they too are fully integrated into our community, valuing them and involving them in meaningful work and supporting them through supervision. Preserving the environment and living sustainably is also important to us. We are interested in permaculture principles and using them in the development of our work, particularly through retreats and gardening work. We have moved into an award-winning, passive-haus building to reduce our carbon footprint.

Outputs and outcomes

What are the main activities or outputs you want to deliver? Please include no more than 5. By activities or outputs we mean the services, products or facilities you plan to deliver. If you plan to deliver work over more than one year you should include activities over the full grant period requested. Try to be specific.

Mixed therapeutic support running weekly for 2 hours, facilitated by a male and female therapist (each group running for 6 months and involving approx. 10 persons). Provision of assessments and trauma-focused short-term therapy, including Narrative Exposure Therapy, prior to new members joining therapeutic group.

Clinical Administration of therapeutic programmes. This involves oversight of referrals and referral processes; liaising with therapeutic and casework teams in support of new members; ensuring comprehensive case records are kept securely and confidentially; overseeing and facilitating monitoring and evaluation processes; maintaining and strengthening relationships with partners/funders; facilitating user involvement.

Weekly 4 hour community gardening/integration session led by a community gardening facilitator in partnership with therapists. We have access to two beautiful gardens in Islington: at the Mildmay Centre, and the award-winning Culpeper Garden. This session will present opportunities both for therapeutic gardening sessions and integration with local communities.

5 weekly casework appointments, in which members are offered signposting and practical assistance in accessing legal, medical, welfare benefits, education, employment and housing entitlements. Caseworker also conducts research on issues affecting our members' demographic, and builds relationships with partner organisations, as well as supporting management team in office administration.

Each year we plan to offer 2 x intensive, therapeutic retreats (each for approx. 8-10 members). These offer opportunities for deep therapeutic change and building of relationships in a rural context. We typically incorporate therapeutic groups, skills-training, gardening, story-telling, yoga / chi kung in our retreats.

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

Survivors of torture report improved mental and physical well-being, including greater ability to manage symptoms of trauma, and the development of a more meaningful life and relationships. Enhanced ability for men and women to relate to the opposite sex, addressing for example the legacy of sexual trauma.

Referrals of new members to Rth are processed quickly and appropriately; effective liaison with partner agencies improving responses to members' needs; improved coordination between therapeutic/casework teams ensuring effective and appropriate support of members; members feel greater empowerment and ownership of Rth community through development of effective user involvement processes.

Survivors of torture are able to use gardening/nature therapies for healing; they are less isolated and better integrated into local communities; members' physical and mental health is improved through exercise, meaningful activity and being in a beautiful, natural environment; low-income members able to supplement diet with healthy, home-grown food.

Survivors of torture resolve material difficulties (for example housing, legal, medical, welfare) through assistance by caseworkers; members more able to use therapeutic programme effectively through resolution of practical difficulties; Members enjoy better access to statutory services, partner agencies; education and training.

Significant improvements in quality of life of members as a result of intensive retreats (e.g. reduction of trauma symptoms, deepening of meaningful relationships, increased physical and mental health, improved relations between the sexes). Members develop employable skills and confidence through work-based activities undertaken on retreats.

Who will benefit?

About your beneficiaries

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

80

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

London-wide (100%)

What age group(s) will benefit?

16-24

25-44

45-64

What gender will beneficiaries be?

Male

Female

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

A range of ethnic groups

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

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

Other ethnic group (including Arab)

If Other ethnic group, please give details: **Arab**

What proportion of the beneficiaries will be disabled people?

11-20%

Funding required for the project

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

Expenditure heading	Year 1	Year 2	Year 3	Total
Specialist trauma therapist full-time @£30k pro rata plus costs	33,070	33,070	33,070	99,210
Clinical Administrator 3 days p/w @£23k pro rata plus costs	15,063	15,063	15,063	45,189
Caseworker 4 days p/w @£22k pro rata plus costs	19,176	19,176	19,176	57,528
Community-gardener 1 day p/w @£28k pro rata plus costs	6,160	6,160	6,160	18,460
Management costs 1 day p/w @£37.5k pro rata plus costs	8,320	8,320	8,320	24,960
Intensive rural therapeutic retreats x 3 @ £2500 each	7,500	7,500	7,500	22,500
Clinical supervision, 1.25 hours per week @£35 per hour x 47 weeks	2,056	2,056	2,056	6,168
	0	0	0	0
	0	0	0	0
TOTAL:	91,345	91,345	91,345	274,035

What income has already been raised?

Source	Year 1	Year 2	Year 3	Total
Comic Relief	9,700	9,700	9,700	29,100
Tudor Trust	20,000	20,000	0	40,000
UNVFVT	12,000	12,000	12,000	36,000
Bromley Trust	12,500	12,500	12,500	37,500
TOTAL:	54,200	54,200	34,200	142,600

What other funders are currently considering the proposal?

Source	Year 1	Year 2	Year 3	Total
Lloyds TSB	10,000	10,000	10,000	30,000
Awards for All	10,000	0	0	10,000
Lush	10,000	10,000	0	20,000
	0	0	0	0
TOTAL:	30,000	20,000	10,000	60,000

How much is requested from the Trust?

Expenditure heading	Year 1	Year 2	Year 3	Total
Trauma therapist 2 days @£30k pro rata plus costs\	13,228	13,228	13,228	39,684
Clinical Administrator 2 days @£23k pro rata	10,042	10,042	10,042	30,126

plus costs				
Caseworker 0.5 days @£22k pro rata plus costs	2,397	2,397	2,397	7,191
Gardener 0.5 days @£28k pro rata plus costs	3,080	3,080	3,080	9,240
Management costs, 0.5 days @£37.5k pro rata plus costs	4,160	4,160	4,160	12,480
Intensive rural therapeutic retreats x 2 @£2500 each	5,000	5,000	5,000	15,000
Clinical supervision, 1.25 hours p/w @£35 p/h x 47 weeks	2,056	2,056	2,056	6,168
	0	0	0	0
	0	0	0	0
TOTAL:	39,963	39,963	39,963	119,889

Finance details

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

Financial year ended:	Month: December	Year: 2012
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Income received from:	£
Voluntary income	32,801
Activities for generating funds	0
Investment income	0
Income from charitable activities	73,084
Other sources	
Total Income:	105,885

Expenditure:	£
Charitable activities	82,893
Governance costs	17,567
Cost of generating funds	0
Other	0
Total Expenditure:	100,460
Net (deficit)/surplus:	5,425
Other Recognised Gains/(Losses):	0
Net Movement in Funds:	5,425

Asset position at year end	£
Fixed assets	0
Investments	0
Net current assets	14,083
Long-term liabilities	0
*Total Assets (A):	14,083

Reserves at year end	£
Endowment funds	0
Restricted funds	0
Unrestricted funds	14,083
*Total Reserves (B):	14,083

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

Statutory funding

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

Organisational changes

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

We have secured a further 3 years' core funding (£120,000) from Comic Relief, an increase of 25% on the previous grant. We have also re-secured funding both from the United Nations Fund for Victims of Torture (£120,000 core funding) and the Bromley Trust (£12,500 unrestricted funds). We have also secured a 3 year tenancy on our premises with a fixed rent of £8,000 pa.

Previous funding received

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

	2010 £	2011 £	2012 £
City of London (except City Bridge Trust)	0	0	0
London Local Authorities	0	0	2,600
London Councils	0	0	0
Health Authorities	0	0	0
Central Government departments	0	0	0
Other statutory bodies	0	0	0

Previous grants received

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

Name of Funder	2010 £	2011 £	2012 £
Comic Relief	35,982	32,000	20,625
Tudor Trust	0	0	25,000
Lush	5,000	10,000	10,000
UN Voluntary Fund	0	11,609	11,609
Cripplegate	7,000	8,750	7,000

Declaration

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

Please confirm: Yes Full Name: **Mark Fish**

Role within **Director**

Organisation:

MEETING 15/05/2014

Ref: 12144

ASSESSMENT CATEGORY - Making London More Inclusive

Contemporary Dance Trust

Adv: Julia Mirkin

Amount requested: £55,637

Base: Camden

Benefit: London-wide

Amount recommended: £55,000

Purpose of grant request: Support is sought for: 1. lift refurbishments so they can be used for evacuation of our disabled patrons in an emergency; 2. building-wide hearing enhancement system.

Background

'The Place' is the home of the Contemporary Dance Trust (CDT); it is a Victorian building in Euston, designed by Robert Edis and opened by the Prince of Wales in 1889. It was originally the home of the Middlesex Artists' Rifle Volunteers, a Special Forces regiment of the British Army Reserve. The Contemporary Ballet Trust, as it was then called, moved into the premises in 1969. With assistance from the Arts Council and the Linbury Trust, CDT purchased the building's freehold and an adjacent building in 1976, allowing the building to be extended.

CDT has four main areas of business: it manages and maintains The Place, which is the building that houses 11 dance studios, the theatre and other specialist facilities, such as a sound and film editing suite and a fully-equipped Pilates body conditioning studio; it manages and runs London Contemporary Dance School, which is a world-class conservatoire for contemporary dance, offering pre-vocational, undergraduate, postgraduate and research programmes; it houses the Richard Alston Dance Company, a leading choreographer-led company; and houses the Robin Howard Theatre, making it one of London's leading dance houses. In addition to managing these core functions, CDT delivers an extensive community dance programme, an artists' development programme and is a Centre for Advanced Training (CAT) for 10 – 18 year olds who show potential – a training programme funded by the Department for Education. CDT's activities attract approximately 121,000 visitors annually, including dancers, teachers, audience members, students and community class participants. In 1999 a £7m renovation of The Place was undertaken, which extended its facilities and also made them fully accessible. In 2013, CDT carried out further renovations to its building at a total cost of £830,741, towards which it contributed its entire £200K Capital Improvement Fund. This project updated seating and equipment in the Robin Howard Theatre, increasing space for wheelchair seating from two to six in the auditorium. Improvements were also made to the building's boilers and windows to improve energy efficiency.

Funding History

You have awarded two previous grants to CDT, the first for £50K in 2000 towards the costs of installing two lifts and a sound loop in the theatre at The Place. The second was for an access audit in 2013, which identified the need to update and extend the hearing loop across the whole building and improve the lifts.

Current Application

LCD wishes to improve the accessibility of its building to enhance the experience of its disabled visitors following the Access Audit by the Centre for Accessible Environments. It proposes to update the hearing loop in the Robin Howard theatre, improving the experience of its disabled patrons; it also proposes to extend the hearing loop to all areas of the building, including the café, bar, box office etc., allowing hearing impaired visitors to access the building's facilities independently; finally, it wishes to carry out improvements to its lifts, installing an independent power supply, allowing disabled visitors to evacuate the building unaided in the case of an emergency.

CDT has recently entered into partnership with Cando2, the youth company linked to CandoCo, the eminent London-based dance company of disabled and non-disabled dancers. Therefore, CDT's studios are frequently used by disabled young people, serving as an introduction to the theatre, community dance class programme and other activities and opportunities offered by CDT.

Financial Observations

Audited accounts for the year ended 31st March 2013 show total income of £6,543,628 and an operating deficit of £43,709 (0.7% of turnover), comprising a deficit of £133,702 on restricted funds partially offset by a surplus of £89,993 on unrestricted funds.

The reserves policy is to hold £649,000 of free unrestricted reserves, which is equivalent to 9.7% or 5.1 weeks' worth of current year expenditure. At 31st March 2013, free unrestricted reserves stood at £797,820, which is equivalent to 6.2 weeks' worth of current year expenditure.

The forecast for the year ended 31st March 2014 shows total income of £6,615,525 and a deficit of £9,665 (0.1% of turnover), all on unrestricted funds. The budget for the current year to 31st March 2015 predicts total income of £6,621,397, of which £3,500,415 (52.9%) had been confirmed as at 23rd April 2014. The remaining income of £3,120,982 (47.1%) relates to earned income £2,890,982 (2013/14: £3,164,940) and fundraising income £230,000 (2013/14: £473,000). After projected expenditure of £6,668,000, a deficit of £46,603 (0.7% of turnover) is forecast all on unrestricted funds. At 31st March 2015 free unrestricted reserves are predicted to be £741,552, which is equivalent to 5.8 weeks' worth of current year expenditure.

Officer's Appraisal

CDT has repeatedly demonstrated its commitment to accommodating and improving the experience of disabled visitors and you have played a significant role in supporting its work to this end. Since the application was submitted, the amount for fire seals and a fire curtain is no longer required. However, other items for fixtures and fittings, also recommended in the Access Audit, will replace a large proportion of this amount and therefore the grant as recommended will be sufficient to cover all costs now identified.

Recommendation

£55,000 towards the cost of refurbishing the lifts; updating and extending the hearing loop system; and making changes to fixtures and fittings to enhance accessibility for disabled visitors to The Place.

The City Bridge Trust

Investing In Londoners: Application for a grant



About your organisation

Name of your organisation: Contemporary Dance Trust	
If your organisation is part of a larger organisation, what is its name?	
In which London Borough is your organisation based? Camden	
Contact person: Miss Graziella Terracciano	Position: Trusts Fundraiser
Website: http://www.theplace.org.uk	
Legal status of organisation: Registered Charity	Charity, Charitable Incorporated Company or company number: 250216
When was your organisation established? 19/12/1966	
<p>Aims of your organisation:</p> <p>Our vision is to be a world-class artistic centre that is a pioneering force for dance. Our mission is to transform lives through dance. We are committed to developing new and enhanced ways of engaging audiences and participants, while continuing to focus strongly on building a sustainable future for dance as the UK's leading supporter of dance artists. The Place aims to transform lives through dance and to shape where dance is going next</p>	
<p>Main activities of your organisation:</p> <p>Since its inception in 1969, The Place has been a driving force for contemporary dance in the UK and Europe and one of the world's key resources for dance development.</p> <p>The Place has an ecosystem for contemporary dance unlike any other in the world, with complementary activities under one roof which include: an acclaimed international-touring dance company (Richard Alston Dance Company); a world-class dance conservatoire (London Contemporary Dance School); the busiest dance theatre in the UK, the Robin Howard Dance Theatre); an extensive professional artist development programme; and learning and participation opportunities for the broadest range of ages and abilities.</p> <p>The space is used regularly by disabled artists and performance groups (such as Candoco and Cando2); children, young people and adults attending our recreational and prevocational courses; professional independent artists; students of the acclaimed London Contemporary Dance School; and the many other visitors of The Place every year, which include conference attendees and performance attendees.</p>	

Number of staff

Full-time:	Part-time:	Management committee members:	Active volunteers:
74	17	15	0

Property occupied by your organisation

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

Grant Request

Details of grant request

Under which of City Bridge Trust's programmes are you applying? Making London More Inclusive
Which of the programme outcome(s) does your application aim to achieve? Community buildings that are more accessible and as a result
Please describe the purpose of your funding request in one sentence. Support is sought for: 1. lift refurbishments so they can be used for evacuation of our disabled patrons in an emergency; 2. building-wide hearing enhancement system.
When will the funding be required? 30/06/2014
How much funding are you requesting? Year 1: £55,637 Year 2: £0 Year 3: £0 Total: £55,637
Do you plan to continue the activity beyond the period for which you are requesting funding? If so, how do you intend to fund it? No
If you need any planning or other statutory consents for the project to proceed, what stage have the applications reached? We do not require any planning or other statutory consents for the project to proceed.

Summary of grant request

The Place's purpose-built premises houses state-of-the-art facilities for its many dance-related activities, including: a 300-seat theatre; an internationally-acclaimed conservatoire; headquarters for a professional dance company; and some of the best studios in the city. The Place opens its doors seven days a week to a diverse mix of patrons, representing a range of ages, skill levels and access requirements. It is estimated that approximately 121,000 people engage with dance at The Place each year.

Holding fast to the belief that "dance is for all", The Place remains committed to supporting diversity among dance makers and their audiences. Evidence of this commitment can be seen in its collaborations with organisations like Candoco (a professional dance group which integrates able and disabled dancers), and through its rich programme of educational and artistic activities, strategically designed to prompt and enable participation by all London audiences, artists and students, regardless of their access needs.

An Access Audit was conducted by Brenda Puech from the Centre for Accessible Environments (thanks to a £3,600 grant from City Bridge Trust), which identified the main access issues to be: 1) no evacuation lift with an independent power supply, which could be used in case of an emergency for disabled visitors and staff; and, 2) lack of a suitable hearing enhancement system in the theatre and studios.

As a result, we are now requesting financial support for renovations to the lifts to make them usable in the case of an emergency and for the purchase and upgrade of a system for our hearing impaired visitors, which represents the second largest disability group among our patrons.

Driving this project is the desire to create an environment which encourages an increased and sustained engagement with The Place by our two largest disability groups, whether as an audience member, student, artist or staff. We aim to do this by: 1) Ensuring the infrastructure is in place to enable our disabled patrons to participate fully in the offerings available, putting their dignity at the centre of our decisions; 2) Improving user experience for our hearing impaired patrons by upgrading our current hearing enhancement system in the Theatre and expanding the system to include other public areas, including studios, both reception counters, the Theatre Bar and the Cafe, which is frequently used for post-show discussions.

Quotes from the work have been attained from a number of specialist companies and the work we are asking City Bridge Trust to support will be delivered over the summer months in 2014, when the building is typically less busy.

Our understanding of the challenges we face have been guided by the feedback received from our patrons and staff with disabilities, and is monitored continually. We will continue to ensure these and other patrons remain involved, gathering feedback at key points to ensure we remain on track.

Total cost of this work is £80,773. £25,136 is being contributed by The Place to pay for the upgrade to the control panel on the Flaxman Terrace lift (costing £18,211) and for the secondary power supply to the Duke's Road lift (costing £6,925), while a further £55,637 is requested from City Bridge Trust to enable us to complete all the work, as detailed in the Access Audit.

Outputs and outcomes

What are the main activities or outputs you want to deliver? Please include no more than 5. By activities or outputs we mean the services, products or facilities you plan to deliver. If you plan to deliver work over more than one year you should include activities over the full grant period requested. Try to be specific.

Refurbishment to lifts at The Place so they can be used as a primary source of evacuation in case of emergency.

Implementation of an induction loop system throughout The Place, and the improvement of our outdated system within The Robin Howard Dance Theatre, which will facilitate engagement with our many activities for those with hearing impairments.

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

Preserve the dignity and increase safety of wheelchair users by making lifts usable during an evacuation.

Improve visitor experience and increase engagement opportunities for anyone with a hearing impairment: until now many of our public spaces, including those used for post-show talks and receptions, are very challenging aural environments.

Who will benefit?

About your beneficiaries

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

121,000

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

London-wide (100%)

What age group(s) will benefit?

All ages

What gender will beneficiaries be?

All

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

A range of ethnic groups

If Other ethnic group, please give details:

What proportion of the beneficiaries will be disabled people?

1-10%

Funding required for the project

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

Expenditure heading	Year 1	Year 2	Year 3	Total
Lift adaptation: control panel for Duke's Road lift	18,211	0	0	18,211
Lift adaptation: control panel for Flaxman Terrace lift	18,211	0	0	18,211
Building works: fire seals and curtain (Duke's Road)	8,625	0	0	8,625
Secondary power supply (Duke's Road)	6,925	0	0	6,925
Upgrade Robin Howard Dance Theatre hearing equipment	5,102	0	0	5,102
Purchase and installation of new hearing equipment (Building wide)	23,699	0	0	23,699

TOTAL:	80,773	0	0	80,773
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What income has already been raised?

Source	Year 1	Year 2	Year 3	Total
The Place contribution	25,136	0	0	25,136
	0	0	0	0

TOTAL:	25,136	0	0	25,136
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What other funders are currently considering the proposal?

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

TOTAL:	0	0	0	0
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How much is requested from the Trust?

Expenditure heading	Year 1	Year 2	Year 3	Total
Lift adaptation: control panel for Duke's Road lift	18,211	0	0	18,211
Building works: fire seals and curtain (Duke's Road)	8,625	0	0	8,625
Upgrade Robin Howard Dance Theatre equipment	5,102	0	0	5,102
Purchase and installation of new hearing equipment (Building wide)	23,699	0	0	23,699

TOTAL:	55,637	0	0	55,637
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Finance details

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

Financial year ended:	Month: March	Year: 2013
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Income received from:	£
Voluntary income	534,071
Activities for generating funds	0
Investment income	7,264
Income from charitable activities	5,753,083
Other sources	249,210
Total Income:	6,543,628

Expenditure:	£
Charitable activities	6,074,662
Governance costs	52,385
Cost of generating funds	133,503
Other	326,787
Total Expenditure:	6,587,337
Net (deficit)/surplus:	-43,709
Other Recognised Gains/(Losses):	0
Net Movement in Funds:	-43,709

Asset position at year end	£
Fixed assets	6,901,308
Investments	0
Net current assets	1,270,852
Long-term liabilities	0
*Total Assets (A):	8,172,160

Reserves at year end	£
Endowment funds	200,955
Restricted funds	6,650,276
Unrestricted funds	1,320,929
*Total Reserves (B):	8,172,160

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

Statutory funding

For your most recent financial year, what % of your income was from statutory sources? 41-50%
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Organisational changes

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

Previous funding received

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

	2010 £	2011 £	2012 £
City of London (except City Bridge Trust)	0	0	0
London Local Authorities	33,272	32,440	23,722
London Councils	0	0	0
Health Authorities	0	0	0
Central Government departments	0	0	0
Other statutory bodies	3,698,724	3,836,067	3,688,113

Previous grants received

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

Name of Funder	2010 £	2011 £	2012 £
Leverhulme Trust	59,000	59,000	59,000
Monument Trust	0	100,000	100,000
Foyle Foundation	0	25,000	25,000
John Ellerman Foundation	0	20,000	20,000
Columbia Foundation	0	0	10,209

Declaration

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

Please confirm: Yes Full Name: **Graziella Terracciano**

Role within **Trusts Fundraiser**
Organisation:

MEETING 15/05/2014

Ref: 12097

ASSESSMENT CATEGORY - Making London More Inclusive

Disablement Association Hillingdon (DASH)

Adv: Julia Mirkin

Base: Hillingdon

Benefit: Hillingdon

Amount requested: £90,000

Amount recommended: £90,000

Purpose of grant request: Develop, innovate and evolve our current DASH activity sessions to reach more disabled people and encourage them to lead, manage and take responsibility for development.

Background

Disablement Association Hillingdon (DASH) is a user-led local disability charity that was established in 1984. It offers a number of services, including: advice and advocacy, personal budgets support, employability training, disability awareness training and a programme of sports and leisure activities. Four years ago, the activity programme comprised two weekly classes. In 2011, the programme was expanded to eight weekly classes with funding from Sport England. The current weekly timetable includes 12 activity sessions, including keep-fit for wheelchair users, Boccia (a ball sport similar to bowls), swimming and multi-sport. Activities take place at a space subsidised by Hillingdon Council, for which DASH has sole use.

Funding History

Disablement Association Hillingdon (DASH) received a three-year grant of £122,000 in 2008, which supported young disabled people in transition to adulthood. Monitoring reports for this grant were rated satisfactorily by your officers.

Current Application

DASH requests support towards programme and salary costs of its full-time Activities Manager, who manages, promotes and develops DASH's programme of activities for disabled people. DASH wishes to develop its activity programme by training selected beneficiaries to become Volunteer Activity Assistants or Volunteer Activity Leaders.

20 disabled beneficiaries, who have demonstrated potential through a selection process, will be trained and mentored to develop their skills and knowledge of a specific sporting activity. Approximately six of the 20 trainees, who show the potential to progress further, will be entered for formal coaching qualifications where available, for example, in cricket, basketball, tennis or football. It is hoped that by year three, these Volunteer Activity Leaders will be qualified and sufficiently experienced to lead activity sessions in their chosen sport, allowing DASH to increase the number and range of activities it offers in a way that is more sustainable. As three day centres are closing in Hillingdon this year, resulting in a loss of provision for disabled people, and as there is no other activity provider for disabled people in the borough, DASH anticipates increased demand for its services.

All DASH activities are staffed by a qualified Activity Leader and an Assistant. Volunteer development and mentoring is undertaken by the Activity Manager, the Deputy Chief Executive, who was previously a Physical Education teacher, or by

paid sports coaches. Outcomes for participants and for trainee volunteers are monitored using the Outcome Star evaluation tool, which can be tailored to meet individuals' aims. Health outcomes are measured at individuals' discretion, using speed and fitness tests, and specialised wheelchair scales.

Financial Observations

Audited accounts for the year ended 31st March 2013 show total income of £521,142 and a surplus of £34,967 (6.7% of turnover), comprising a surplus of £72,269 on restricted funds and a deficit of £37,301 on unrestricted funds.

The reserves policy states that the organisation aims to hold free unrestricted reserves equivalent to three months' worth of running costs, equating to £97,365 based on 2014/15 budgeted expenditure. At 31st March 2013, unrestricted free reserves stood at £108,176, which equates to 3.3 months' worth of current budgeted expenditure.

The forecast for the year ended 31st March 2014 shows total income of £374,046, all of which has been confirmed. Income is £147,096 lower than the prior year largely due to a reduction in services purchased by the London Borough of Hillingdon, the end of the one-year project 'winter warmth' and the end of a 2 year project funded by a Big Lottery Grant. After expenditure of £413,247 the forecast shows a deficit of £39,200 (10.5% of turnover), comprising £28,477 on restricted funds and £10,724 on unrestricted funds.

The budget for the current year to 31st March 2015 shows total income of £333,700, of which £295,700 (88.6%) had been confirmed at 29th April 2014. The remaining income of £38,000 (11.4%) relates to 30th anniversary fundraising estimated at £15,000 (2013/14:£5,000), income from activities £18,000 (2013/14:£15,000) and income from the mall £5,000. After expenditure of £389,459 a deficit of £55,759 is expected, comprising £33,470 on restricted funds and £22,289 on unrestricted funds. To meet the shortfall the organisation has submitted grant funding applications and if unsuccessful has alternative plans to reduce expenditure. Pending grant applications total £180k comprising; BIG Lottery £100k, CBT £30k, Hillingdon Community Trust £30k, NHS England £10k, BIG Lottery Advice £10k and the organisation are working on bids for contracts with the local NHS.

Officer's Appraisal

DASH is a well-recognised organisation that is delivering a valuable service in a borough in which there is diminishing provision for disabled people. DASH is able to promote its services and raise its profile locally through its activity programme, helping it to recruit users for all of its services – for many of which it has payment by results contracts with the local council.

Recommendation

£90,000 over three years (£32,500; £29,500; £28,000) towards the salary costs of the full-time Activity Manager and associated project costs of the Activity Programme.

The City Bridge Trust

Investing In Londoners: Application for a grant



About your organisation

Name of your organisation: Disablement Association Hillingdon (DASH)	
If your organisation is part of a larger organisation, what is its name?	
In which London Borough is your organisation based? Hillingdon	
Contact person: Mr. Robert Burton	Position: Deputy Chief Officer
Website: http://www.dash.org.uk	
Legal status of organisation: Registered Charity	Charity, Charitable Incorporated Company or company number: 1093818
When was your organisation established? 01/10/1984	
Aims of your organisation: DASH as a user led charity strives to empower, inspire and motivate disabled people of any age to reach their full potential every day and in every situation. DASH aims to promote independence and provide individuals with the skills to become more confident in every day life. At the same time allowing them to be healthier in body and mind and appropriately informed so they can make the right choice to enable them to live their life to the full. DASH, Disability Does Not Mean Inability.	
Main activities of your organisation: We provide a number of services at DASH to the disabled residents in Hillingdon and surrounding areas, below are a list of the services and activities we offer	
<ul style="list-style-type: none">• Advice and information including Advocacy• Employability training for disabled people• Work experience placements• Activities throughout the week• Competitive sports teams• Sports and recreation sessions• Competitive sports teams• DDA, Disability Discrimination Act advice• Disability awareness training to educational establishments and businesses• Accessibility consultation• Accredited retailer of aids for daily living	

Number of staff

Full-time:	Part-time:	Management committee members:	Active volunteers:
7	10	5	20

Property occupied by your organisation

Is the main property owned, leased or rented by your organisation?	If leased/rented, how long is the outstanding agreement?
Leased	Provided free by the CCG (PCT)

Environmental Impact

City Bridge Trust wants to help voluntary sector organisations to have a positive environmental impact. Please tell us how much your organisation is already doing to have a positive environmental impact using the definitions below to help you decide.

Making progress: We have reviewed our organisation's environmental impact and have started to carry out a plan of improvements.

Grant Request

Details of grant request

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

Making London More Inclusive

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

Disabled people actively taking part in the arts or sport

Disabled people involved in the running and management of sport activities

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

Develop, Innovate and evolve our current DASH activity sessions to reach more disabled people and encourage them to lead, manage and take responsibility for development.

When will the funding be required? **12/05/2014**

How much funding are you requesting?

Year 1: **£32,500**

Year 2: **£29,500**

Year 3: **£28,000**

Total: £90,000

Do you plan to continue the activity beyond the period for which you are requesting funding? If so, how do you intend to fund it?

Yes we do, we will make the sessions sustainable by charging a small fee for each session and looking for continuation funding if needed. Also by training disabled people to be volunteers for the future staff salary costs will come down

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

N/a

Summary of grant request

The funding will allow us to employ a full time Activities Manager to run, promote and develop the disability activities programme effectively allowing us to work with more disabled people in the local and surrounding areas who are currently inactive or only engage with sport and other activities through our current DASH sessions.

The grant will allow existing disabled participants to be trained as activity leaders, this will immediately create role models to the other disabled participants and will also assist in making the project user led and sustainable after 3 years with more disabled volunteers leading sessions under the supervision of DASH staff.

We will also form a Disability Activity User Group which would enable disabled people to positively influence the activity programme. Participants with disabilities would set the agenda and manage the monthly meetings, more detail on this is supplied in the proposal document attached.

The post is currently part funded by Lloyds TSB Foundation (Ends December 2013) and DASH make up the rest of the cost, this is part supplemented by placing a small charge on each activity, £1, £2 or £3. We feel this also gives the participants valuable money management skills and added, extra value for the activity or sports session. We also feel this provides and increases the independence of the person by applying a small charge.

We know this full time role is needed because not only are DASH the sole provider of fully accessible disability sports and recreational activities in the area we have been told so directly from disabled people, carers and parents at our disability sport and activity user group held every 8 weeks.

The current activities are for people with physical, learning and sensory impairment, many of our participants need solid routine and a skilled activity leader to manage them. The funding will allow Activity Manager to be in the community promoting the activities and to take new activities out to other local groups e.g. the local Harlington Hospice where we currently run a weekly session to the hospice attendees, the cancer centre as well as sheltered housing and day centres. The funding will also allow our activity Manager to manage our Sports Apprentices employed through the National Apprenticeship Scheme.

The increased fitness levels and emotional wellbeing benefits linked to physical activity and social inclusion is well understood and we have positive stories of people whose lives have been enhanced by coming to our sessions. Our participants will be healthier and fitter due to the physical activities. People with physical disabilities will benefit from adapted exercise sessions and keep fit classes aimed at targeting wheelchair users. In addition they have a fun activity to attend in a safe environment working with people who understand their needs, all the activities are run in fully accessible venues and include every participant.

Quote from Andy Laphorne, DASH Patron & 2012 Wheelchair Tennis Silver Medallist.

"DASH inspire disabled people not only to try new sports and activities, they encourage them to keep attending and compete at the highest level possible, Disability Does Not Mean Inability is used by DASH and they use the phrase in everything they do, funding from The City Bridge Trust would be fantastic and I look forward to attending more DASH sports sessions over the next 3 years, seeing some potential future Paralympians taking part "

Thank you

Outputs and outcomes

What are the main activities or outputs you want to deliver? Please include no more than 5. By activities or outputs we mean the services, products or facilities you plan to deliver. If you plan to deliver work over more than one year you should include activities over the full grant period requested. Try to be specific.

Increase the variety of the current sports and activity sessions from 9 to 18 including wheelchair sports and a blind sports club. Facilitate 4 regular accessible sports sessions at the weekend and evening to engage people who work or study or cannot access our day time provision

Increase attendance at DASH sports and activity sessions from the current 120 people per week raising to 250 per week. Engaging people with a wide range of physical, learning and sensory impairment. Having a disabled people led user group will help promote attendance

Mentor and develop 20 current and new disabled participants into volunteer and activity leader roles and manage and observe them until they are independent deliverers of sessions.

Create a clear and achievable pathway to elite disability sport including forming a competitive boccia team. Increase the amount of DASH competitive disability sport during the sessions and potentially signpost disabled people on to mainstream / non disability sports clubs if appropriate

Increase disabled peoples fitness levels, aspirations, confidence and social inclusion through attending and delivering sessions in the wider community.

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

This will increase the participation levels at our sessions and allow people, to try new sports and activities. It will also allow our existing clients to play more sport, increase fitness levels and meet new people. New sports and activities will appeal to a wider audience

Participants will meet new people, compete against new people and increased attendance will increase peoples social skills. People will also get to be made aware of different disabilities and how they can integrate more in the wider community. They will also be encouraged to attend the user group.

Role models will be created spurring on and encouraging disabled people to be future volunteers and activity leaders, confidence gained by leading a session will be taken into every day life and used in every situation and potentially paid work.

Disability Does Not Mean Inability

Having clear elite sport pathways in place will inspire and motivate some of the group to push themselves further, also having our paralympic patron attend will inspire. As a new venture for DASH linking into elite sport may open up potential funding pathways in the future.

Increased fitness levels have obvious positive health implications, to add peoples confidence self esteem and independence will increase and be monitored and documented during the project using interviews, questionnaires and measuring peoples attendance. Weight loss and increased energy levels will be recorded and documented

Who will benefit?

About your beneficiaries

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

250

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

Hillingdon (85%)

Hounslow (8%)

Harrow (4%)

Ealing (3%)

What age group(s) will benefit?

All ages

What gender will beneficiaries be?

All

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

A range of ethnic groups

If Other ethnic group, please give details:

What proportion of the beneficiaries will be disabled people?

91-100%

Funding required for the project

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

Expenditure heading	Year 1	Year 2	Year 3	Total
Salary for Activity Manager	24,000	24,500	24,900	73,400
Project Management Cost	7,000	7,000	7,000	21,000
Volunteer Training and Management	5,000	5,000	3,500	13,500
Promotional Materials	900	400	200	1,500
Phone, printing and postage	400	250	250	900
Disability Sports equipment	1,000	600	600	2,200
	0	0	0	0
	0	0	0	0
	0	0	0	0

TOTAL:	38,300	37,750	36,450	112,500
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What income has already been raised?

Source	Year 1	Year 2	Year 3	Total
DASH	5,800	8,250	8,450	22,500
	0	0	0	0
	0	0	0	0
	0	0	0	0

TOTAL:	0	0	0	22,500
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What other funders are currently considering the proposal?

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

TOTAL:	0	0	0	0
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How much is requested from the Trust?

Expenditure heading	Year 1	Year 2	Year 3	Total
Salary for Activity Manager	24,000	24,500	24,900	73,400
Project Management Cost	2,500	2,500	2,000	7,000
Volunteer Training and Management	5,000	2,000	1,100	9,100
Promotional Materials	1,000	500	0	1,500
	0	0	0	0
	0	0	0	0
	0	0	0	0

TOTAL:	32,500	29,500	28,000	90,000
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Finance details

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

Financial year ended:	Month: March	Year: 2013
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Income received from:	£
Voluntary income	85,000
Activities for generating funds	0
Investment income	316
Income from charitable activities	416,483
Other sources	19,343
Total Income:	521,142

Expenditure:	£
Charitable activities	481,891
Governance costs	4,284
Cost of generating funds	0
Other	0
Total Expenditure:	486,175
Net (deficit)/surplus:	34,967
Other Recognised Gains/(Losses):	0
Net Movement in Funds:	34,967

Asset position at year end	£
Fixed assets	2,899
Investments	0
Net current assets	<i>237,074</i> 255,116
Long-term liabilities	18,042
*Total Assets (A):	239,973

Reserves at year end	£
Endowment funds	0
Restricted funds	128,898
Unrestricted funds	111,075
*Total Reserves (B):	239,973

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

Statutory funding

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

Organisational changes

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

N/A

Previous funding received

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

	2010 £	2011 £	2012 £
City of London (except City Bridge Trust)	0	0	0
London Local Authorities	0	0	0
London Councils	221,501	406,022	282,443
Health Authorities	24,428	11,625	14,208
Central Government departments	0	0	7,230
Other statutory bodies	0	0	0

Previous grants received

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

Name of Funder		2010 £	2011 £	2012 £
Hillingdon Community Trust	12,100	40,202		49,050
Big Lottery (ended 2012)	32,403	41,967		38,364
Baily Thomas Trust	0	0		10,000
Lloyds TSB Foundation	0	0		4,463
C Charitable Trust	0	0		3,500

Declaration

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

Please confirm: Yes Full Name: **Rob Burton**

Role within **Deputy Chief Officer**
Organisation:

MEETING: 15/05/2014

Ref: 12211

ASSESSMENT CATEGORY - Making London More Inclusive

Greenwich+Docklands Festivals

Adv: Ciaran Rafferty

Base: Greenwich

Benefit: London-wide

Amount requested: £85,000

Amount recommended: £50,000

Purpose of grant request: To continue GDF's strand of work nurturing, commissioning, producing and presenting large-scale outdoor performances led and created by Deaf and disabled artists.

Background

Greenwich & Docklands Festivals (GDF) became an independent charity in 1993 and aims to produce artistic events which aim to transform people's lives. It sets out to break new ground in outdoor performance by working dynamically with artists and participants to generate new projects which resonate and respond to the specifics of place and people. Through its programme of year-round commissions it actively reflects Britain's contemporary diversity, reaching out to the widest possible audiences whilst acting as a leading force in developing outdoor performance with culturally diverse and Deaf and disabled artists. GDF programmes take place all year round, with the main events taking place each summer as part of the Greenwich & Docklands International Festival. It is contracted to run the annual Liberty Festival on behalf of the GLA, which it has done since its inception in 2002.

The organisation's Artistic Director co-directed the opening ceremony of the 2012 Paralympics as well as more recent ceremony at Stoke Mandeville, in recognition that it is the birthplace of the Paralympic Movement.

Funding History

Your first grant to GDF was in early 2001 - £8,000 to train disabled people in arts performance. In March 2011 you awarded £65,000 over three years for a programme of outdoor arts commissioned from Deaf and disabled artists for the international festival in 2011/12/13. This grant returned very good monitoring information.

Current Application

This application is for continued support of the previous project. (Although the organisation has applied for another three years it is eligible to be considered for a maximum of two more – which has been clarified to them.) Monitoring of the previous grant illustrated how unique GDF's work is in relation to involving and showcasing disabled people's artistic and performance skills. The approach of holding major public events/festivals (the International festival in 2103 attracted audiences of more than 100,000 people) is aimed at enlightening the non-disabled "mainstream" audience of the talents and abilities that exist amongst the Deaf and disabled community. The fact that the work is led by disabled artists further highlights the originality of GDF's approach and renders this application within your policy to be considered for an additional two years' funding.

Whilst the annual International Festival is important in being such a large-scale event as much value and impact of GDF's work lies in the weeks and months of workshops and activity ahead of the July spectacle. In this GDF works very closely with a number of other partners – including Graeae Theatre Company; Circus Space, and Strange Fruit Theatre Company – and aims to engage hard to reach artists.

Should funding be awarded it will support GDF's work ahead of and during the International Festival this summer (2014) and in 2015 where the theme will be based on the life of disabled artist Frida Kahlo. The venue is anticipated to be the Queen Elizabeth Olympic Park.

Financial Observations

Audited accounts for the year ended 31st March 2013 show total income of £1,298,602 and a surplus of £15,027 (1.2% of turnover), comprising £12,455 on restricted funds and £2,572 on unrestricted funds.

The reserves policy requires a total of £95,000 to be held in unrestricted funds; £80,000 to meet 6 months' worth of operational expenditure and £15,000 towards increasing organisational and staff capacity. Free unrestricted reserves at 31st March 2013 stood at £103,934 which equates to 7.8 months' worth of operational expenditure or 1.1 months' worth of current year total expenditure.

Draft income and expenditure figures for the year ended 31st March 2014 indicate income of £1,395,829 and expenditure of £1,387,492 generating an overall surplus of £8,337 (0.6% of turnover), comprising a surplus of £20,792 on unrestricted funds partially offset by a deficit of £12,455 on restricted funds.

The budget for the current year to 31st March 2015 anticipates income of £1,135,036, of which £661,536 (58.3%) had been confirmed at 26th February 2014. After expenditure of £1,127,495, a surplus of £7,541 (0.7%) is expected, all on unrestricted funds. At 31st March 2015 free unrestricted reserves are predicted to be £132,267 equating to 9.9 months' worth of operational expenditure or 1.4 months' worth of current year total expenditure.

Officer's Appraisal

It is within your policy to consider a further (and final) two years' support to GDF's work involving and promoting Deaf and disabled people's participation in the Arts. Their work over the past three years has been both unique and of a very high standard and has brought a fuller understanding of their clientele's skills and capabilities to thousands of Londoners. When considering continuation funding of this kind your usual approach is to award funding at a similar annual level to that previously which, in this case, would be c£25,000 per annum. The organisation has requested that a little less be granted in year 1 so that the amount in year 2 can be supplemented – hence the amount and structure of the grant as advised in the recommendation.

Recommendation

£50,000 over two years (£20,000; £30,000) towards the costs of work supporting large-scale outdoor performances in 2014 and 2015 led and created by Deaf and disabled Londoners.

The City Bridge Trust

Investing In Londoners: Application for a grant



About your organisation

Name of your organisation: Greenwich+Docklands Festivals	
If your organisation is part of a larger organisation, what is its name?	
In which London Borough is your organisation based? Greenwich	
Contact person: Mr Matthew Jones	Position: General Manager
Website: http://www.festival.org	
Legal status of organisation: Registered Charity	Charity, Charitable Incorporated Company or company number: 1037878
When was your organisation established? 29/11/1993	
<p>Aims of your organisation:</p> <p>GDF is a London based organisation with a national reputation, committed to achieving excellence in outdoor arts. We set out to radically raise the ambition, quality and diversity of outdoor performance produced in this country, achieving this through pioneering commissioning and programming activities, which take risks and break new ground for outdoor arts, attracting and engaging with large and diverse audiences in the process, including many first time arts attenders.</p> <p>GDF's commissioning and producing activities extend throughout the year with much of this work showcased annually at the Greenwich+Docklands International Festival (GDIF) and Liberty, (London's disability arts festival). GDIF 2013 attracted audiences of more than 100,000 people, whilst Liberty 2013 (presented in association with National Paralympic Day) was attended by 18,000 people.</p>	
<p>Main activities of your organisation:</p> <p>GDF plays a leading role within the wider UK outdoor arts sector, developing strategic and groundbreaking initiatives in areas such as large scale spectacle, introducing artists from the building based world to the outdoors and working with culturally diverse and Deaf/disabled artists audiences. The organisation's work is underpinned by a commitment to ensuring that outdoor arts should reflect the demographics and culture of contemporary Britain. Alongside GDF's commissioning and presenting activities the organisation develops innovative opportunities for participation and engagement with a wide range of groups including young people, culturally diverse and Deaf/disabled people.</p> <p>GDF wants outdoor arts to play a much more significant role in the UK's national cultural landscape through nurturing and realising a dynamic body of extraordinary, new outdoor work. This work would have the capacity to strengthen the critical standing and prestige of British outdoor arts both nationally and internationally, moving towards a position of critical parity with building-based performing arts.</p>	

Number of staff

Full-time:	Part-time:	Management committee members:	Active volunteers:
4	1	12	105

Property occupied by your organisation

Is the main property owned, leased or rented by your organisation?	If leased/rented, how long is the outstanding agreement?
Rented	Licence to Mar 2015 renewable

Grant Request**Details of grant request**

Under which of City Bridge Trust's programmes are you applying? Making London More Inclusive
Which of the programme outcome(s) does your application aim to achieve? Disabled people actively taking part in the arts or sport
Please describe the purpose of your funding request in one sentence. To continue GDF's strand of work nurturing, commissioning, producing and presentating large-scale outdoor performances led and created by UK based Deaf and disabled artists.
When will the funding be required? 05/05/2014
How much funding are you requesting? Year 1: £25,000 Year 2: £35,000 Year 3: £25,000 Total: £85,000
Do you plan to continue the activity beyond the period for which you are requesting funding? If so, how do you intend to fund it? This strand of activity is one of the core attributes of the Festival and will be a key pillar in the organisation's bid to the Arts Council of England for continued National Portfolio Organisation status, sustaining this particular work into the future.
If you need any planning or other statutory consents for the project to proceed, what stage have the applications reached? NA

Summary of grant request

The need for the project:

From 2011, supported by the City BridgeTrust, GDF has aimed to make a significant impact on the public perception of work by Deaf and disabled artists through a focus on large scale outdoor theatre. In this period GDF has commissioned three major performance projects, producing and presenting these at GDIF and elsewhere to audiences of over 27,000 people.

The project's aim continues to be relevant: this is the UK's only dedicated commissioning programme for large scale outdoor arts led by disabled artists and is a wellspring for this work nationally. Over the last three years GDF has collected information on audiences, peers, critics and funders that shows the number of people attending has grown and qualitative feedback showing the reception for the work has been overwhelmingly positive.

Nevertheless, the need to transform perceptions of disability arts and Deaf and disabled people in general remains. Outdoor arts, with its focus on public space, access and visibility has a particularly important role to play. While we are proud of the successes to date there is clearly more work to be done in shifting disability arts from the margins and placing it in a high profile and inspirational public context before mass audiences.

Delivering the project

GDF plans a further three productions building on the learning of the last three years. This work is a core attribute of the Festival and, to sustain it in the future, will be a central feature in GDF's bid to the Arts Council of England for continued National Portfolio Organisation status and support.

The projects are:

2014 Memorial -- A Story of Belonging, led by Jenny Sealey Artistic Director of Graeae Theatre Company

2015 Frida - Celebrating one of the world's most well-known disabled artists Frida Kahlo, directed by Bradley Hemmings GDIF's Artistic Director with a cast of disabled and non disabled performers.

2016 Jellish - A new commission developed in collaboration with Heart n' Soul

Project aims

- To produce three spectacular large scale outdoor performances led by disabled artists for GDIF 2014-2016 and beyond
- To attract audiences of up to 6,000 people to each of the events of whom at least 10% will be disabled and further audiences on tour
- To embed large scale work led by disabled artists as an identifying feature of GDIF
- To generate a shift in perception by audiences, funders and critics about work by disabled artists
- To generate future opportunities for these artists to work in the outdoors.

Why GDF is the right organisation

GDF is regarded as one of the leading strategic organisations in the outdoor arts sector. GDF's commissions of Deaf and disabled artists are an established and successful feature of the organisation's long term programme of work. All GDIF events are free, fully accessible and presented in non-conventional settings. As the premiere outdoor arts festival producer in the UK GDF uniquely has the capacity to manage projects of this scale.

Meeting the Trust's theme

The project expands and extends GDF's commitment to empowering Deaf and disabled artists and addresses a significant gap in provision. This project is about challenging convention and in particular the perception and position of disability arts in the UK.

3. Meeting the Trust's 'Principles of Good Practice'
- GDF has a proven track record in empowering disabled artists and involving them in all areas of decision-making.
 - GDF has a demonstrable long term commitment to diversity in its working practice and programming.
 - GDF has a well-established Volunteers Scheme.
 - GDF actively seeks to reduce its carbon-footprint; programming regularly features work addressing environmental issues.

Outputs and outcomes

What are the main activities or outputs you want to deliver? Please include no more than 5. By activities or outputs we mean the services, products or facilities you plan to deliver. If you plan to deliver work over more than one year you should include activities over the full grant period requested. Try to be specific.

Production and presentation of "Memorial - A Story of Belonging" as part of Greenwich+Docklands International Festival 2014.

Production and presentation of "Frida" as part of Greenwich+Docklands International Festival 2015.

Production and presentation of "Jellish" as part of Greenwich+Docklands International Festival 2016.

Touring or remounts of the three productions from 2015 onwards

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

GDF is aiming to open up the number of disabled practitioners working in outdoor arts through the development of an Associate Artists Programme providing R&D support and bespoke mentoring for artists. To fully realise their potential we want to be able to commission these artists to create large-scale work.

Audience development for large scale work led by disabled artists is still in its early stages, while we think significant advances have been made, this needs to be sustained. It is the specific nature of free, accessible, large scale work that helps to maximise shifts in public perceptions.

The participation of disabled non-professionals in large scale projects is still very limited and needs specific, targeted development. GDF's planned large-scale commissions offer a unique opportunity to involve greater numbers of participants and also provide the empowerment that comes with making bold, ambitious, popular creations.

The impact of the Paralympic Games and Ceremonies has been transformative and a key element of the legacy has been an on-going demand for engagement with not only Paralympic sport but also disability arts. Sustaining this focus and momentum is key to making longer term change.

Sustained relevance through thematic commissioning linked to wider programmes of activity and increased public awareness. For instance, as part of 2014's Commemoration of WWI, GDIF's commission of Memorial will create a living monument to the unacknowledged disabled people who took part in WWI and those disabled as a consequence.

Who will benefit?

About your beneficiaries

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

6,200

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

Greenwich (25%)

Tower Hamlets (10%)

Several SE London (25%)

London-wide (40%)

What age group(s) will benefit?

All ages

What gender will beneficiaries be?

All

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

A range of ethnic groups

If Other ethnic group, please give details:

What proportion of the beneficiaries will be disabled people?

11-20%

Funding required for the project

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

Expenditure heading	Year 1	Year 2	Year 3	Total
Artist fees & expenses	44,457	128,500	45,000	217,957
Technical infrastructure & Production	29,867	276,175	33,000	339,042
Access Requirements	10,200	17,750	10,000	37,950
Training & Mentoring	2,500	4,500	3,000	10,000
Crew & Staffing	5,800	5,000	5,000	15,800
Volunteer Cost	2,000	3,000	2,000	7,000
Stewarding Security & First Aid	7,200	14,000	7,000	28,200
Audience Development & Marketing	3,000	10,000	5,000	18,000
Evaluation	2,000	3,000	2,000	7,000
TOTAL:	107,024	461,925	112,000	680,949

What income has already been raised?

Source	Year 1	Year 2	Year 3	Total
GDIF Core Funds (Royal Borough Greenwich / ACE)	45,065	25,000	25,000	95,065
Co-producers (Graeae / Heart n Soul)	25,000	0	25,000	50,000
Access to work	11,959	10,000	10,000	31,959
Arts Council Exceptional Awards	0	250,000	0	250,000
TOTAL:	82,024	285,000	60,000	427,024

What other funders are currently considering the proposal?

Source	Year 1	Year 2	Year 3	Total
Grants (British Council & Embassy of Mexico)	0	22,000	0	22,000
Sponsorship income (City Airport /Cathedral Homes)	0	71,500	7,000	78,500
Grants and donations (Trusts & Foundations/individual donors)	0	36,000	20,000	56,000
Catering income (on-site for "Frida")	0	12,425	0	12,425
TOTAL:	0	141,925	27,000	168,925

How much is requested from the Trust?

Expenditure heading	Year 1	Year 2	Year 3	Total
Artist fees & expenses	15,000	20,000	15,000	50,000
Technical infrastructure & Production	0	0	0	0
Access Requirements	7,000	10,000	7,000	24,000
Training & Mentoring	1,000	2,000	1,000	4,000
Crew & Staffing	0	0	0	0
Volunteer Cost	0	0	0	0
Stewarding Security & First Aid	0	0	0	0

Audience Development & Marketing	1,000	2,000	1,000	4,000
Evaluation	1,000	1,000	1,000	3,000
TOTAL:	25,000	35,000	25,000	85,000

Finance details

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

Financial year ended:	Month: March	Year: 2013
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Income received from:	£
Voluntary income	375,000
Activities for generating funds	0
Investment income	119
Income from charitable activities	923,483
Other sources	0
Total Income:	1,298,602

Expenditure:	£
Charitable activities	1,172,229
Governance costs	5,446
Cost of generating funds	105,900
Other	0
Total Expenditure:	1,283,575
Net (deficit)/surplus:	15,027
Other Recognised Gains/(Losses):	0
Net Movement in Funds:	15,027

Asset position at year end	£
Fixed assets	7,758
Investments	0
Net current assets	116,389
Long-term liabilities	0
*Total Assets (A):	124,147

Reserves at year end	£
Endowment funds	0
Restricted funds	12,455
Unrestricted funds	111,692
*Total Reserves (B):	124,147

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

Statutory funding

For your most recent financial year, what % of your income was from statutory sources?
51-60%

Organisational changes

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

There have been no significant changes of this nature since date of the last accounts (31 March 2013)

Previous funding received

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

	2010 £	2011 £	2012 £
City of London (except City Bridge Trust)	0	0	0
London Local Authorities	214,100	180,000	275,500
London Councils	25,039	0	0
Health Authorities	0	0	0
Central Government departments	0	0	0
Other statutory bodies	309,530	337,974	383,970

Previous grants received

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

Name of Funder	2010 £	2011 £	2012 £
The Goldsmiths Company	3,500	0	0
The Mercers Company	0	1,500	0
	0	0	0
	0	0	0
	0	0	0

Declaration

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

Please confirm: Yes Full Name: **Matthew Jones**

Role within **General Manager**
Organisation:

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MEETING 15/05/2014

Ref: 12125

ASSESSMENT CATEGORY - Making London Safer

Parents and Abducted Children Together (PACT)

Adv: Jenny Field

Amount requested: £60,000

Base: Kensington & Chelsea

Benefit: London-wide

Amount recommended: £60,000

Purpose of grant request: Setting up a Child Abduction 'Hub' to improve radically the protection of children from abduction in the Metropolitan area of London.

Background

PACT (Parents and Abducted Children Together) is a unique organisation founded in 1999 by Lady Catherine Meyer, the wife of Sir Christopher Mayer, the former British Ambassador to the US, now broadcaster and commentator. PACT's purpose is to help locate missing children, many but not all of whom have been abducted by one of their own parents and taken abroad where UK legal custody rules do not apply. Lady Meyer, herself, 'lost' two sons through abduction by their father to Germany which was surprisingly unsympathetic to UK custody decisions. Despite the Hague Convention, protocols relating to children abducted by a parent are not consistently applied. PACT has worked unceasingly to enforce their application.

Funding History

You have funded PACT on three previous occasions. In September 2005, you approved a grant of £70,000 over two years towards the costs of maintaining a website and a London marketing campaign in black cabs displaying images of children who are missing. A partnership with Asda distributed thousands of leaflets through its stores whilst a similar collaboration with Emcor ensured thousands of car stickers were distributed. This successful campaign led to a record number of missing children listed on the website. In 2008, you awarded £52,000 towards the cost of a study exploring the feasibility of setting up a centre dedicated to missing children. PACT engaged a number of key decision makers during the life of the grant and in 2011, on International Missing Children's Day, the government announced that responsibility for all aspects of child protection would be transferred to the police agency CEOP (Child Exploitation and Online Protection). In September 2012, you approved a grant of £20,000 to enable PACT to develop its strategic work with CEOP, Missing People and other leading children's charities by establishing a Communications Officer, in particular to promote the redesigned Missingkids website and pan-European free-phone number, both launched during 2012. The monitoring of this grant was of a good standard.

Current Application

PACT works closely with CEOP, Missing People and the UK Missing Persons Bureau in order to better co-ordinate their respective areas of focus and maximise their impact. For example, the Missing Kids UK website is managed by CEOP, as part of the National Crime Agency, in partnership with Missing People and PACT.

PACT, Missing People and CEO are also working in partnership to deliver the Child Rescue Project, a ground-breaking enterprise that aims to reconnect missing children with their families. When a child is missing and thought to have been abducted or at immediate risk of harm, there may be a very short period of time to find them before they are taken far from the area, hurt or come to serious harm. This initiative has two key strands. The Child Rescue Alert (CRA) will use state-of-the art technology to alert a database of millions of people to new cases of missing children within hours. The aim is that by reaching such a wide audience, sightings of missing children can be reported more quickly and easily, thereby assisting Senior Investigation Officers working on abduction or kidnap cases involving a child. Whilst the management of CRA is the responsibility of CEOP, its operation will be delivered by Missing People.

The second strand, the subject of this application, is to establish an on-line Child Abduction Hub that will offer parents and professionals alike a central, national resource for all aspects of child abduction, including advice and information, as well as research and data collection.

As an on-line resource, it is planned that the Hub will form a one-stop shop for all matters relating to child abduction. It will aim to help parents gain a clearer understanding of the risk of child abduction and provide sensible guidance on how to keep their children safe. It will also aim to inform teachers, police and other professionals who have a responsibility for safeguarding children. In addition, it is proposed to raise awareness amongst teachers, the police and other professionals through a series of workshops and seminars. Finally, it is proposed to improve the quality of data on child abduction (police statistics do not distinguish between abductions by strangers and those by family and friends, for example) through research designed to inform work on improving child protection policies and practices.

Financial Observations

Independently examined accounts for the year ended 31st December 2013 show an overall deficit of £10,414 (10.1% of turnover), comprising a deficit of £28,807 on unrestricted funds, partially offset by a surplus of £18,393 on restricted funds. The charity explains that the unrestricted fund deficit was due to fund raising events not taking place in the year and a planned withdrawal from unrestricted reserves to fund the resulting income shortfall.

The reserves policy states that the organisation aims to hold the equivalent of three to six months' worth of unrestricted expenditure, which the organisation has calculated as being between £28,500 and £57,000. As at 31st December 2013, free unrestricted reserves amounted to £47,111, which is equivalent to 5.4 months' worth of current year unrestricted expenditure or 2.5 months' worth of total expenditure.

The budget for the current year to 31st December 2014 shows a surplus of £4,200 (1.8% of turnover), comprising a surplus of £20,700 on unrestricted funds partially offset by a deficit of £16,500 on restricted funds. Total income of £227,600 is anticipated, of which £135,500 (59.5%) had been confirmed at 1st May 2014. Of the remaining £92,100 (40.5%), £45,000 is anticipated from private donors, £20,000 from grants, with the balance of £27,100 largely expected from fund raising events.

Officer's Appraisal

Whilst there have been some very high profile child abductions in the media, many hundreds go largely unnoticed. It is to a large extent due to PACT's tenacity and persistence that this important partnership has been created.

One of the key contributors to the Child Rescue Project is the People's Postcode Lottery Dream Fund and since submitting this application, PACT has learnt that it has secured £50,000 from this source, in addition to the sum of £20,000 raised from CEOP and £35,000 from the Chear Foundation. If you award a sum of £30,000 per annum as requested, this would complete the funding package and the level of grant awarded would be proportional to the London benefit.

Recommendation

£60,000 over two years (2 x £30,000) towards the establishment of an online Child Abduction Hub to improve the protection of children from abduction in London.

The City Bridge Trust

Investing In Londoners: Application for a grant



About your organisation

Name of your organisation: Parents and Abducted Children Together (PACT)	
If your organisation is part of a larger organisation, what is its name?	
In which London Borough is your organisation based? Kensington & Chelsea	
Contact person: Lady Catherine Meyer	Position: CEO
Website: http://www.pact-online.org	
Legal status of organisation: Registered Charity	Charity, Charitable Incorporated Company or company number: 1081904
When was your organisation established? 08/01/2000	
<p>Aims of your organisation:</p> <p>PACT's mission is to put an end to the tragedy of missing and abducted children. We campaign, we research and we drive policies. We have been behind major changes in policies and practices. We have published five acclaimed reports and produced several well-received documentaries. We are not a helpline; our work is targeted to finding answers to the tragedy of the tens of thousands of children who go missing or are abducted every year. Over the years we have developed considerable expertise and are now a recognised household name amongst the media and politicians. We have already been a driving force behind major changes to policy and practice but until children's issues are given a higher priority, we will continue to lobby on their behalf. Unlike most other charities we do not take government money because we wish to remain an independent voice, concentrating our efforts on reforming systems and policies which do not adequately protect children.</p>	
<p>Main activities of your organisation:</p> <p>PACT has four principal areas of activity:</p> <ul style="list-style-type: none"> • Campaign for practical measures that engage the public in helping the police find a missing or abducted child, such as Child Rescue Alert and the Missingkids Website (www.missingkids.co.uk). • Fund poster campaign in and around London to help locate missing or abducted children. • Raise awareness of the long-term effects of abduction on children. • Build partnerships in the public, private and charitable sectors. • Press government and police to improve the way they respond to the challenge of missing and abducted children. PACT sits on the Home Office Strategic Oversight Group (SOG), which co-ordinates policies related to missing persons, and on the CEOP (Child Exploitation and Online Protection) Missing Children Advisory Board. 	

- Regularly produce and fund documentaries and research reports. PACT also offers an unparalleled source of expertise on child abduction and although we are not a helpline, we are in a position to advise parents and children alike.

Number of staff

Full-time:	Part-time:	Management committee members:	Active volunteers:
2	1	7	5

Property occupied by your organisation

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

Grant Request

Details of grant request

Under which of City Bridge Trust's programmes are you applying? Making London Safer
Which of the programme outcome(s) does your application aim to achieve? Children and young people living in refuges accessing specialist support that helps reduce trauma, increases resilience and gives them a voice
Please describe the purpose of your funding request in one sentence. Setting up a Child Abduction 'Hub' to improve radically the protection of children from abduction in the Metropolitan area of London.
When will the funding be required? 21/01/2014
How much funding are you requesting? Year 1: £30,000 Year 2: £30,000 Year 3: £0 Total: £60,000
Do you plan to continue the activity beyond the period for which you are requesting funding? If so, how do you intend to fund it? NO
If you need any planning or other statutory consents for the project to proceed, what stage have the applications reached? N/A

Summary of grant request

THE NEED FOR THE PROJECT

The cases of April Jones and Madeleine McCann illustrate the enormous media interest that can be generated by child abduction. But, for every high-profile case, there are hundreds of abductions or attempted abductions that go almost unnoticed, and not surprisingly, a very high incident in the Metropolis. But, the exact numbers are not known. It is almost impossible for the ordinary citizen to access police statistics. Research work appears in academic journals for a specialised readership. There is no single source of clear public information because little attempt has been made to bring together data from the police, courts and charities. Police statistics do not distinguish between abductions by strangers and those by family members or friends. They do not distinguish between abductions and attempted abductions. Crimes against children are not always separated from crimes against adults. Furthermore, abductions which lead to rape and/or murder are not included in child abduction data.

Without a clear view of the scale and nature of child abduction, it is hard for parents and teachers to protect children and talk to them sensibly about the risk of abduction and how to deal with it. PACT intends to provide the remedy.

WHY SHOULD PACT UNDERTAKE THIS PROJECT?

Since its foundation in 1999, PACT has made significant contributions to the understanding of all types of child abduction, from parental to stranger. For example, PACT has successfully campaigned for the introduction of the Child Rescue Alert and the Missingkids website; it sits on the Government's Strategic Oversight Group on Missing Persons; and since 2005, it has published a series of ground-breaking reports.

PACT works closely with the London-based charity, Missing People, and is a long-standing partner of the London-based police agency, CEOP (Child Exploitation and Online Protection). PACT's founder, Lady (Catherine) Meyer, was awarded a CBE for her services to children and families in the Queen's Jubilee Birthday Honours in 2012.

The same year, PACT and CEOP joined forces to develop the first-ever profile of child abduction and make recommendations. The results were published by PACT and CEOP in May 2003 in a ground-breaking report "Taken: A Study of Child Abduction". It offered, for the first time, a comprehensive analysis of child abduction and child kidnapping. It has been widely applauded and PACT's Director of Research, Geoff Newiss, was awarded a Police Commendation on 3 October 2013 "for the quality of his research and the subsequent report, Taken".

WHAT ARE THE AIMS OF THE PROJECT?

Our report found that child abduction, and attempted child abduction, by non-family members is a daily occurrence. There were 273 child abductions by a stranger, and 228 abductions by someone known but not related to the child reported to the police in 2011/2012. Whilst three-quarters of the stranger-perpetrated incidents were attempted abductions, nearly half involved the victim having to struggle to free themselves from the offender. Most of incidents were in the London Metropolitan area.

Taken was therefore not just a report, but a platform for urgent action. Its main recommendation was the urgent need to create a Child Abduction "Hub" to be a centre of advice and information for parents and professionals alike; to conduct research; to develop policy; to provide a clearing house for information from all sources; and to produce uniformly accurate and detailed statistics. The Hub will also re-examine, what used to be called a generation ago "Stranger Danger"; and devise prevention and protection strategies fit for the 21st century.

The creation of the Hub has the firm approval of the Government and the support of CEOP.

Outputs and outcomes

What are the main activities or outputs you want to deliver? Please include no more than 5. By activities or outputs we mean the services, products or facilities you plan to deliver. If you plan to deliver work over more than one year you should include activities over the full grant period requested. Try to be specific.

Lay The Hub's Foundations

- **Design and develop a new website**
- **Produce a brand identity and marketing**
- **Prepare content/website materials**
- **Blog and publish social media content**
- **Recruit and maintain a database of supporters**

Raise awareness

- **Run seminars and workshops for teachers, police and other professionals**
- **Use social media to join existing networks**
- **Respond to local abduction incidents (c. 1 a day) to inform local media**
- **Form partnerships with other organisations to raise awareness via their support networks.**

Conduct research needed for up-to-date advice on child protection

- **Forge links to academia, government and other organisations to assist, fund or conduct research**
- **Produce an annual child abduction data and research summary**
- **Publish and disseminate ad hoc reports, summary notes, articles, scientific papers etc.**

Surveying schools to establish:

- **How much emphasis is given to teaching children how to recognise danger?**
- **How much focus is there on teaching children about the behaviours they can take to protect themselves (e.g. to run, scream, not talk to, don't go with..)**

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

A sharp reduction in the threat to children of being abducted thanks to, amongst other things, the advice and support the Hub will offer to parents and professionals alike; and the production, in partnership with CEOP, of new "stranger danger" safety guidances.

A significant enhancement in the chances retrieving abducted children. The Hub is part of a larger initiative, called the Child Abduction Project, which brings together PACT, Missing People and CEOP. The Hub goes hand-in-hand with Missing People's new responsibility for the Child Rescue Alert which PACT has advocated for years.

A radical improvement in child protection policies and practices thanks to a deeper understanding and a higher awareness of the child abduction phenomenon.

A model of cooperation in tackling some of society's most intractable problems, by having two charities and a police agency working together to protect children.

A strong message of deterrence to would-be abductors.

Who will benefit?

About your beneficiaries

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

3,000,000

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

London-wide (100%)

What age group(s) will benefit?

0-15

What gender will beneficiaries be?

All

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

A range of ethnic groups

If Other ethnic group, please give details:

What proportion of the beneficiaries will be disabled people?

1-10%

Funding required for the project

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

Expenditure heading	Year 1	Year 2	Year 3	Total
Hub Director & Head of Research - Geoff Newiss	55,000	56,100	0	0
Catherine Meyer - Oversight, strategy, developing strategic relationships	9,000	9,180	0	0
Communication and Campaigns Officer	16,000	10,000	0	0
IT Support and Web design	10,000	10,200	0	0
Travel, Volunteer expenses, publication, printing, launch, legal..	23,000	23,000	0	0
Administration (Bethia Beardman)	6,000	6,120	0	0
TOTAL:	119,000	114,600	0	0

What income has already been raised?

Source	Year 1	Year 2	Year 3	Total
CEOP	20,000	20,000	0	0
Chears Foundation	16,000	0	0	0
Various one-off private donations	2,000	0	0	0
	0	0	0	0
TOTAL:	38,000	20,000	0	0

What other funders are currently considering the proposal?

Source	Year 1	Year 2	Year 3	Total
PPL - Dream Fund(joint application with Missing People)	62,500	0	0	0
Esmee Fairbairn Foundation	20,000	0	0	0
Chear Foundation	0	25,000	0	0
	0	0	0	0
TOTAL:	62,500	25,000	0	0

How much is requested from the Trust?

Expenditure heading	Year 1	Year 2	Year 3	Total
Hub Director & Head of Research - Geoff Newiss	15,000	15,000	0	0
Catherine Meyer - Oversight, strategy, developing strategic relationships	5,000	5,000	0	0
Travel, Volunteer expenses, publication, printing, launch, legal..	10,000	10,000	0	0
TOTAL:	30,000	30,000	0	0

Finance details

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

Financial year ended:	Month: December	Year: 2012
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Income received from:	£
Voluntary income	44,821
Activities for generating funds	0
Investment income	835
Income from charitable activities	32,500
Other sources	1,921
Total Income:	80,077

Expenditure:	£
Charitable activities	125,421
Governance costs	2,300
Cost of generating funds	5,713
Other	0
Total Expenditure:	133,434
Net (deficit)/surplus:	-53,357
Other Recognised Gains/(Losses):	2,336
Net Movement in Funds:	-51,021

Asset position at year end	£
Fixed assets	842
Investments	0
Net current assets	75,707
Long-term liabilities	0
*Total Assets (A):	76,549

Reserves at year end	£
Endowment funds	0
Restricted funds	11,191
Unrestricted funds	65,358
*Total Reserves (B):	76,549

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

Statutory funding

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

Organisational changes

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

- Two board members have retired (Mr. James Gamble and Ms. Amanda Sayers) and two new members have been appointed, Mr. Tim Toulmin and Mr. Benjamin Glazier.
- PACT's Administrator, Teresa Selwyn, has retired after 10 years of service. She has been replaced by Miss Bethia Beardman.
- PACT's registered address has changed to ℅ GMAC Services Ltd, 26 Lansdowne Road, London W11 3LL.

Previous funding received

Please list the funding received by your organisation from the following statutory sources during the last THREE years.			
	2010 £	2011 £	2012 £
City of London (except City Bridge Trust)	0	0	0
London Local Authorities	0	0	0
London Councils	0	0	0
Health Authorities	0	0	0
Central Government departments	0	0	0
Other statutory bodies	0	0	0

Previous grants received

Please list the grants received by your organisation from charitable trusts and foundations (other than City Bridge Trust) during the last THREE years. List source, years and annual amounts. Please include the 5 largest only.			
Name of Funder	2010 £	2011 £	2012 £
Chears Foundation	15,000	15,000	0
Polizzi Charitable Trust	0	0	2,000
Edmond Safra Foundation	10,000	0	0
	0	0	0
	0	0	0

Declaration

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

Please confirm: Yes Full Name: **Lady (Catherine) Meyer, CBE**

Role within **Founder and CEO**
Organisation:

MEETING: 15/05/2014

Ref: 12130

ASSESSMENT CATEGORY - Reducing Poverty

FareShare

Adv: Ciaran Rafferty

Amount requested: £165,000

Base: Lewisham

Benefit: London-wide

Amount recommended: £165,000

Purpose of grant request: Reducing London food poverty and the environmental impact of surplus food by supplying it to 205 charities.

Background

FareShare was established in 2003 and is an impressive charity. Its chief purpose is to collect fit-for-purpose surplus food from major growers and retailers and redistribute it amongst charities for use by their clients. It has a UK-wide network but a large part of its work is in London, operating from its base on an industrial estate in Deptford. To succeed as it does it relies heavily on a 500-strong army of dedicated volunteers who will liaise with suppliers and beneficiaries on a daily basis; ensure the smooth running of the warehouse; and load and drive the vans. The charity has a strong trustee board which includes, amongst others, the Chief Finance Officer of Associated British Foods.

Funding History

You supported FareShare once before with a grant of £34,000 in November 2006 for two years' work providing quality standards training to voluntary and community groups. This project returned good monitoring reports.

Current Application

FareShare, on a daily basis, collects food – both fresh produce and pre-packed/tinned – from the suppliers' own depots, takes it back to the Deptford centre where it can then be processed for redistribution either the same day or soon after. In the meantime FareShare staff will contact the beneficiary charities to determine what they need for the day whilst the volunteers will package up the food accordingly and load the vans. The food is very strictly temperature controlled all the way to the recipient charity. Furthermore, every charity has to have necessary food handling qualifications and comply with strict hygiene and environmental health standards before it can be accepted as a beneficiary. Each charity pays a small amount – a tray of food typically costs £1.12 whilst smaller organisations can club together if needs be to make it more feasible to join the scheme.

The range and quality of food is quite staggering. Bananas are very common (and popular!) whilst pre-packed bags of apples were in abundance on your officer's visit. There was nothing "wrong" with them – they were available as they were packed in bags of 6 which apparently did not sell so well. Another example of how particular foodstuff might become available was that of watermelons – a large retailer ordered in bulk last summer but the paucity of long spells of hot weather meant that many remained unsold.

This application is to support the establishment of four small satellite redistribution centres in some of the outer London boroughs. Currently, with the main centre being in Deptford, the capacity to easily distribute food to charities in the outer London areas is hindered by the time and logistics needed to traverse London in working hours. Satellite centres will also reduce the environmental impact as van journeys will be reduced and will enable charities local to the new depots to collect food in smaller amounts – eg by using cold boxes. The request is for a contribution to the salary and running costs of establishing these new centres, including the recruitment and training of the necessary volunteers. The request is tapered over the three year period to reflect increasing operational income over time.

Financial Observations

Audited accounts for the year ended 31st March 2013 show a surplus of £224,610 (9.4% of turnover of £2,385,446), comprising £150,244 on unrestricted funds and £74,366 on restricted funds.

Free unrestricted reserves at 31st March 2013 amounted to £312,560, which equates to 1.5 months' worth of current year expenditure. This compares to a reserves policy target to hold three months' worth of operating costs which the charity has calculated as £540,000.

Draft figures for the year ended 31st March 2014 show income of £2,448,548 and, after expenditure of £2,272,106, a surplus of £176,442 (7.2% of turnover), comprising £136,442 on unrestricted funds and £40,000 on restricted funds.

The budget for the current year to 31st March 2015 projects a break even position on a turnover of £2,555,720, comprising a surplus of £40,000 on restricted funds offset by a deficit of £40,000 on unrestricted funds. Income of £1,175,765 (46%) has been confirmed to date. Unconfirmed grant income of £1,125,816 (44.1%) relates to pending bids and applications with Sainsburys, Garfield Weston Foundation, Elanco, StreetSmart and Sylvia Adams Trust. The remaining £673,325 (26.3%) is self-generated income from management fees, pallet fees and vocational training courses (2013/14: £486k).

At 31st March 2015 free unrestricted reserves are expected to be £409,002, which is equivalent to 1.9 months' worth of total expenditure.

Officer's Appraisal

FareShare's logistical organisation of a complex and time-critical service is extremely impressive, especially as it does this largely with volunteers. There are many benefits to this scheme. As well as preventing perfectly good food from going to landfill (and the related environmental impact of that), more charities can afford to offer nourishing food to their clients. For some, eg those working with the homeless, this is essential whilst for others (eg, mental health charities) the offer of food is a valuable hook to attracting otherwise reticent clients.

Recommendation

£165,000 over three years (£60,000; £55,000; £50,000) towards the salary costs of a London Development Manager plus running costs of a project creating satellite distribution centres in London.

The City Bridge Trust

Investing In Londoners: Application for a grant



About your organisation

Name of your organisation: FareShare	
If your organisation is part of a larger organisation, what is its name?	
In which London Borough is your organisation based? Lewisham	
Contact person: Ms Olivia James	Position: Trusts and Foundations Officer
Website: http://www.fareshare.org.uk	
Legal status of organisation: Registered Charity	Charity, Charitable Incorporated Company or company number: 1100051
When was your organisation established? 14/10/2003	
<p>Aims of your organisation:</p> <p>FareShare's objectives are:</p> <p>(a) the relief of poverty and the preservation and promotion of good nutrition, good health and social improvement among people who are suffering from social, economic or emotional distress in such ways as the Trustees may in their absolute discretion think fit but particularly through:</p> <p>(i) the collection and redistribution of surplus food; and</p> <p>(ii) the encouragement of members of the public to undertake voluntary work;</p> <p>b) the advancement of public education in particular but not exclusively by providing training in the voluntary sector; and</p> <p>(c) the furtherance, for the benefit of the public, of the conservation, protection and improvement of the physical and natural environment through the reduction of waste (in particular food waste) and its adverse environmental impacts.</p>	
<p>Main activities of your organisation:</p> <p>Fighting food poverty by tackling food waste is at the heart of FareShare's work.</p> <p>- We operate a unique surplus food redistribution service that provides quality in-date food - deemed surplus by the food industry -- to over 1,000 UK charities and voluntary organisations. Our food feeds 51,000 hungry people daily, saving the voluntary sector £13 million on food expenditure annually, money which is reinvested into vital service provision.</p> <p>- Through our 17 redistribution depots, we provide extensive volunteering opportunities that enable people to support our mission and their local community. Volunteers are key to the redistribution of food through our UK-wide network. Many have vulnerable backgrounds, and may have been beneficiaries of our food.</p>	

- We provide relevant training and education for our volunteers including skills training in warehouse operations, and qualifications in food safety and fork lift truck driving.
- Generating and promoting awareness of our key message that 'no good food should be wasted'.

Number of staff

Full-time:	Part-time:	Management committee members:	Active volunteers:
26	14	7	521

Property occupied by your organisation

Is the main property owned, leased or rented by your organisation?	If leased/rented, how long is the outstanding agreement?
Rented	12years optional break after 7

Grant Request

Under which of City Bridge Trust's programmes are you applying? Reducing Poverty
Which of the programme outcome(s) does your application aim to achieve? Fewer Londoners experiencing food poverty
Please describe the purpose of your funding request in one sentence. Reducing London food poverty and the environmental impact of fit-for-purpose surplus food by supplying it to 205 charities to feed 10,000 hungry people daily.
When will the funding be required? 01/04/2014
How much funding are you requesting? Year 1: £60,000 Year 2: £55,000 Year 3: £50,000 Total: £165,000
Do you plan to continue the activity beyond the period for which you are requesting funding? If so, how do you intend to fund it? Financial sustainability is at the heart of FareShare's long-term priorities. Each organisation receiving our food pays a management fee supporting our operative costs. In 2012/13 35% of FareShare London's costs were covered by this; by 2017 with support from the Trust we anticipate FareShare London will cover 45% of its on-going costs this way.
If you need any planning or other statutory consents for the project to proceed, what stage have the applications reached?

Summary of grant request

Request

FareShare would like the City Bridge Trust to consider a three year grant of £165,000 towards the salary of the new London Development Manager post and essential operational costs of our London surplus food redistribution depot. Your support will provide strategic leadership and direction to significantly increase our impact on reducing food poverty by ensuring thousands of tonnes of fit-for-purpose surplus food is used to feed hungry people.

The need

"Kids Company depends on FareShare for food. Our food programme transforms young lives; FareShare plays a vital role in helping us to achieve this." Kids Company, Southwark.

FareShare food feeds 6,200 people daily across 129 London charities. In London more people are turning to food charities than the rest of the UK (10% in London: national average of 5%). Our research shows:

- 59% of FareShare's charities have seen an increase in demand for their food.
- 54% of FareShare's beneficiaries cannot afford to buy food regularly.

Based on daily requests we receive from charities, and the large volume of surplus food we now have available to us, we believe we can increase the number of people in food poverty we feed daily by 60% within three years.

Delivering the work

We are developing our service delivery to meet the increasing demand. This will include:

- Establishing four low-cost food redistribution satellites in outer-London boroughs to reach clusters of charities currently beyond the reach of Deptford depot. This method has already been successfully trialled in our North East region.
- Introducing a cool box collection facility -- which is currently being trialled - for charities to pick up food directly from our depot. This will increase van capacity for our established delivery service.
- Developing our volunteer recruitment programme and framework to engage with our volunteers on a deeper level, maximise their potential, assist their personal progression, and take FareShare's mission forward.

The right organisation

As an independent charity FareShare has 10 years experience of redistributing surplus food by:

- Working with the voluntary sector
- Providing volunteering and training opportunities
- Successfully partnering with the food industry to access thousands of tonnes of surplus food

What we want to achieve

By 2017 we anticipate FareShare will be:

- Feeding 10,000 people daily at 205 London charities
- Redistributing food at the rate of 1,020 tonnes per year; enough for over 2,400,000 meals
- Saving the London voluntary sector £2.6 million annually
- Creating opportunities for 110 volunteers each month

Meeting programme outcomes & good practice principals

FareShare addresses food poverty by supplying surplus food to organisations that provide long term specialist services, such as drug rehabilitation or refugee centres. Our food is often the hook that draws people to these charities. It provides vital sustenance to people experiencing absolute poverty and long-term hunger at the very margins of society.

FareShare depends on volunteers to deliver our mission; many have experienced food poverty or faced problems such as homelessness. FareShare provides a safe welcoming place for volunteers to play a positive role in the community, learn new skills, achieve qualifications, and build a valuable work track record to support their future economic circumstances and well-being. Our London volunteers recently won the Mayors Team London 2013: My Community award for their dedication to FareShare's mission.

FareShare supports charities to make crucial financial savings and prevents unnecessary CO2 emissions. We provide an economic and environmental solution for the social epidemic of food poverty.

Outputs and outcomes

What are the main activities or outputs you want to deliver? Please include no more than 5. By activities or outputs we mean the services, products or facilities you plan to deliver. If you plan to deliver work over more than one year you should include activities over the full grant period requested. Try to be specific.

Four food redistribution satellites in outer-London boroughs where charities outside the logistical reach of our Deptford depot can collect food from. Each will provide food to at least 6-8 charities and will be based in Waltham Forest, Barking and Dagenham, Brent and, Haringey.

Providing vital food deliveries to 205 charities by April 2017 with a minimum of 23 across the most deprived boroughs (defined by 2010 deprivation statistics). This will enable us to focus our efforts on those who need it most.

Engaging 110 volunteers each month, with the aim of providing Level 2 Food Hygiene training to 90% and fork lift truck training to 5%.

Recruiting a minimum of ten young people a year with a focus on those who are currently not in employment, education or training.

The redistribution of 1,020 tonnes of surplus food by the end of the grant in April 2017, enough to provide over 2.4 million meals a year.

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

110,000 fewer Londoners suffering from food poverty every day. By filling hungry stomachs we will improve the mental and physical health of beneficiaries. Clients visiting one of the charities we support will gain access to professional services, that will help them turn their lives around.

59% more charities supported with regular food deliveries by April 2017. On average they will save £13,000 on existing food budgets resulting in a collective saving across the London voluntary sector of £2.6 million each year. In turn this can be invested in crucial support services for beneficiaries.

Developing a strong network of reliable, skilled and motivated volunteers delivering the FareShare mission in London and increasing their community engagement. More volunteers will gain professional and social skills that will improve their employment prospects.

Increasing the sustainability of the London depot, with an increasing amount of revenue costs covered through management fees. Support from the City Bridge Trust is essential in helping to reach this outcome, ensuring FareShare will be here tomorrow for the 10,000 vulnerable people who rely upon our services.

Reduce food waste and CO2 emissions. FareShare is recognised by DEFRA as an integral part of food waste prevention and a resource efficient economy. For every tonne of food redistributed FareShare saves half a tonne of CO2 from entering the atmosphere.

Who will benefit?

About your beneficiaries

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

10,000

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

London-wide (100%)

What age group(s) will benefit?

All ages

What gender will beneficiaries be?

All

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

A range of ethnic groups

If Other ethnic group, please give details:

What proportion of the beneficiaries will be disabled people?

1-10%

Funding required for the project

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

Expenditure heading	Year 1	Year 2	Year 3	Total
Salaries & pension total	185,445	188,227	191,050	564,722
Staff expenses	715	787	865	2,367
Training and recruitment	5,250	5,513	5,788	16,551
Volunteer expenses (training and travel)	7,917	8,313	8,728	24,958
Four refrigerated vans (including hire, fuel, insurance and other costs)	63,798	71,281	76,849	211,928
Postage and stationary	420	441	463	1,324
Warehouse costs (including rent, rates, utilities, cleaning and repairs)	74,833	89,167	93,625	257,625
IT costs and support	21,468	32,202	48,303	101,973
Finance costs	825	1,238	1,856	3,919

TOTAL:	360,671	397,169	427,527	0
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What income has already been raised?

Source	Year 1	Year 2	Year 3	Total
The Leathersellers' Company	20,000	20,000	20,000	0
The Haberdashers' Company	10,000	10,000	0	0
	0	0	0	0
	0	0	0	0

TOTAL:	0	0	0	0
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What other funders are currently considering the proposal?

Source	Year 1	Year 2	Year 3	Total
Health and Social Care Volunteering fund	65,000	0	0	0
	0	0	0	0
	0	0	0	0

TOTAL:	0	0	0	0
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How much is requested from the Trust?

Expenditure heading	Year 1	Year 2	Year 3	Total
Approximately 70% London Development Manager's salary, pension, NI, management	36,000	34,000	32,000	102,000
Warehouse costs	18,000	16,000	14,000	48,000
Van costs	6,000	5,000	4,000	15,000
	0	0	0	0
	0	0	0	0

TOTAL:	60,000	55,000	50,000	165,000
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Finance details

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

Financial year ended:	Month: March	Year: 2013
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Income received from:	£
Voluntary income	2,099,967
Activities for generating funds	39,772
Investment income	0
Income from charitable activities	193,786
Other sources	51,921
Total Income:	2,385,446

Expenditure:	£
Charitable activities	1,399,544
Governance costs	69,138
Cost of generating funds	367,397
Other	324,757
Total Expenditure:	2,160,836
Net (deficit)/surplus:	224,610
Other Recognised Gains/(Losses):	0
Net Movement in Funds:	0

Asset position at year end	£
Fixed assets	118,791
Investments	0
Net current assets	577,245 574,165
Long-term liabilities	(115,917)
*Total Assets (A):	580,119

Reserves at year end	£
Endowment funds	0
Restricted funds	346,285
Unrestricted funds	233,834
*Total Reserves (B):	580,119

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

Statutory funding

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

Organisational changes

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

None

Previous funding received

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

	2010 £	2011 £	2012 £
City of London (except City Bridge Trust)	0	0	0
London Local Authorities	0	0	0
London Councils	0	4,979	0
Health Authorities	0	0	0
Central Government departments	99,000	10,328	4,000
Other statutory bodies	174,869	0	125,964

Previous grants received

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

Name of Funder	2010 £	2011 £	2012 £
Garfield Weston Foundation	200,000	0	250,000
Esmée Fairbairn	0	0	150,000
The Henry Smith Charity	30,000	30,000	0
The February Foundation	0	0	50,000
Fidelity Foundation	0	0	47,000

Declaration

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

Please confirm: Yes Full Name: **Olivia James**

Role within **Trusts and Foundations Officer**
Organisation:

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MEETING: 15/05/2014

Ref: 12148

ASSESSMENT CATEGORY - Resettlement and Rehabilitation of Offenders

Prison Advice and Care Trust

Adv: Ciaran Rafferty

Base: Lambeth

Amount requested: £147,023

Benefit: London-wide

Amount recommended: £142,000

Purpose of grant request: To fund the establishment and development of a London Women Ex-Offenders Resettlement Programme helping such women to make the transition to successful resettlement.

Background

Prison Advice and Care Trust (PACT) was established in 2001 from the merger of the Bourne Trust and the Prisoners' Wives and Families Society. It provides a range of services to assist prisoners and their children and families with the overall aim of aiding successful resettlement and rehabilitation. It is a national charity providing services in 35 prisons across England and Wales coming into contact with over 50,000 people per year. Its current range of services include: providing child-friendly visitors centres at 7 prisons; integrated family support services; "first night in custody" guides for prisoners; and specialist parenting and relationship training courses.

Funding History

You have funded PACT on three previous occasions, most recently with a grant of £155,000 over three years for a successful project supporting grandparents and older relatives as carers of children whilst a parent was incarcerated. Prior to this your first grant was in January 1998 - £24,000 over three years – for a playworker located in Holloway prison; whilst in November 1999 you awarded £51,356 for a project providing a mental health service for women going into Holloway.

Current Application

This application is focused, again, on the particular needs of women prisoners and is aimed at helping their successful resettlement after release. In this, PACT knows better than anyone the value and importance of maintaining family ties, giving people structure to their lives, and goals to aim for as a way to reduce the risk of reoffending. The project you funded most recently (Kinship Care) reinforced the importance of the family to women prisoners and that any rehabilitation programme would have to have a family focus in order to be successful.

In order to re-build their lives ex-prisoners often need several issues to be resolved: accommodation; relationships; addiction problems; mental health issues; and unemployment. These issues are often compounded for women prisoners who have children as they are very often the primary carers in the family. The Corston Report 2007 showed that 95% of children where the mother goes into prison do not stay in the family home. Only 9% are looked after by their father. Poor mental health is also substantially higher for female prisoners than their male counterparts.

PACT wishes to work with women pre- and post- release from Holloway Prison (the second largest female prison in Europe) to give them and their families the best chance possible to rebuild their lives. The project will aim to support stable families where the women have a chance to: repair relationships with partners, children and extended family; seek help with mental health issues and/or addiction problems; get welfare support they are entitled to; start training or education; and to seek employment.

The project will provide a bespoke programme for each prisoner taking account of their individual circumstances and needs and devising a plan of action, with weekly and monthly goals. On release they (and their family) will have the support of a specially trained volunteer mentor (PACT has excellent and established systems for recruiting and supporting volunteers). The role of the volunteer mentor is crucial in providing both support and motivation. Referrals to specialist agencies (eg on addiction issues) will be made as appropriate.

Financial Observations

Audited accounts for the year ended 31st March 2013 show a deficit of £26,298 (0.9% of turnover of £2.9m), comprising a £96,689 deficit on restricted funds offset by a surplus of £70,391 on unrestricted funds.

The charity's reserves policy is to hold a minimum of 4 months' worth of 'core' expenditure, which is equivalent to £355,612 based on core expenditure in the current year. Free unrestricted reserves at 31st March 2013 amounted to £236,683, which is equivalent to 2.7 months' worth of current core expenditure or 2.6 weeks' worth of total expenditure.

The draft outturn for the year ended 31st March 2014 shows an overall deficit of £41,282 (1.2% of turnover of £3.3m), comprising a deficit of £96,679 on unrestricted funds, which the charity advise was due to strategic investment in business development, offset by a surplus of £55,397 on restricted funds. The unrestricted fund deficit reduces free unrestricted reserves held to £140,004, which is equivalent to 1.6 months' worth of current core expenditure.

The budget for the current year to 31st March 2015 projects a surplus of £5,031 (0.1% of turnover of £4.8m), all on unrestricted funds. Total income is predicted to be £4,817,991, of which £3,371,087 (70%) had been confirmed as at 27th March 2014. The remaining unconfirmed income of £1,446,903 (30%) includes catering sales £776,561 (2013/14: £747,898), grant income £274,060 (2013/14: £946,499), voluntary income £129,313 (2013/14: £119,697), other income of £88,478 (2013/14: £112,410) and contract income of £178,492.

At 31st March 2015 free unrestricted funds are predicted to be £145,035, which is equivalent to 1.6 months' worth of current core expenditure and below the target to hold 4 months' worth. The organisation has advised that the investment in business development in 2013/14 was made to increase services, and should enable the level of free unrestricted reserves held to be brought in line with the reserves policy

Officer's Appraisal

PACT is both a highly experienced and highly regarded organisation in the resettlement and rehabilitation field, receiving funds from NOMS; the Department for

Health; and from individual prisons. This application is for a large sum over two years but the rationale for this is that the project should, in that period, make such a significant impact and build sufficient evidence to be considered for funding from statutory agencies. The request includes support for a f/t Programme Manager plus a p/t Volunteer Co-ordinator and, whilst you do not usually support more than the equivalent of one f/t post within an organisation, the shorter timeframe of this project (2 years rather than 3) plus the interdependence of both posts would support the case for an exception to be made to your usual practice. The proposal also includes £10,000 over the two years for independent, external, evaluation which is essential to persuading future funders of the project's merits. The grant recommended is slightly less than that requested as the allowance for contingency is removed as it is not your practice to support this.

Recommendation

£142,000 over two years (£67,000; £75,000) for the salary of a f/t Programme Manager; a p/t (2.5dpw) Volunteer Co-ordinator; and the running costs and independent evaluation of the London Women's Resettlement Programme.

The City Bridge Trust

Investing In Londoners: Application for a grant



About your organisation

Name of your organisation: Prison Advice and Care Trust	
If your organisation is part of a larger organisation, what is its name? n/a	
In which London Borough is your organisation based? Lambeth	
Contact person: Ms Bridget Moss	Position: Development Manager
Website: http://www.prisonadvice.org.uk	
Legal status of organisation: Registered Charity	Charity, Charitable Incorporated Company or company number: 219278
When was your organisation established? 13/05/1963	
<p>Aims of your organisation:</p> <p>Pact is a charity that works with prisoners/ex-offenders and their families. Our aims are to:</p> <ul style="list-style-type: none"> > To ensure that the children, their carers, and the families of prisoners have access to appropriate advice, care and support to meet their needs > To facilitate opportunities for positive contact between prisoners and their families from the courts to release > To support ex-prisoners and their families in the resettlement process > To respond to the needs of prisoners at risk of suicide and self-harm > To support the development of restorative justice and promote community involvement in supporting people affected by imprisonment. 	
<p>Main activities of your organisation:</p> <p>We achieve our aims by providing the following activities:</p> <ul style="list-style-type: none"> - Visitors Centres at 7 prisons in England and Wales offering a child-friendly welcoming space for people visiting loved ones in prison. - Childrens Play Services in Visitor Centres and Prison Visits Halls offering visiting children the opportunity to play to help reduce the anxiety and stress of a prison visit - First Night in Custody Guide for Prisons admitting new prisoners to support and give practical assistance at a time of high stress to help reduce the risk of self harm or suicide. - Specialist Parenting and Relationship Training courses for prisoners/young offenders and their partners/parents - Basic Caring Communities service offering a structured resettlement support programme for ex-offenders. - Integrated Family Support service acting as a bridge between prisons and communities and improving the outcomes for children and families of offenders - JustPeople volunteering programme for those wishing to volunteer in the criminal justice system 	

Number of staff

Full-time:	Part-time:	Management committee members:	Active volunteers:
36	31	12	280

Property occupied by your organisation

Is the main property owned, leased or rented by your organisation?	If leased/rented, how long is the outstanding agreement?
Rented	Until December 2014

Grant Request

Details of grant request

Under which of City Bridge Trust's programmes are you applying? Resettlement and Rehabilitation of Offenders
Which of the programme outcome(s) does your application aim to achieve? More ex-offenders successfully and sustainably resettled in the community and re-offending rates reduced
Please describe the purpose of your funding request in one sentence. To fund the establishment and development of a London Women Ex-Offenders Resettlement Programme helping such women to make the transition to successful resettlement.
When will the funding be required? 30/04/2014
How much funding are you requesting? Year 1: £69,502 Year 2: £77,521 Year 3: £0 Total: £147,023
Do you plan to continue the activity beyond the period for which you are requesting funding? If so, how do you intend to fund it? Yes; we plan to seek assistance from statutory bodies ideally to mainstream/commission this service but will also be seeking funding from trusts and foundations. A proper independent evaluation and a conference and dissemination towards the end of the second year will add weight to our case for support.
If you need any planning or other statutory consents for the project to proceed, what stage have the applications reached? N/a

Summary of grant request

There is little provision in the UK for supporting the families of prisoners both during incarceration and especially after release. From an evaluation of Pact's Kinship Care Support Service at the all female HMP Holloway, we have learned that support for the wider family of women prisoners with children to be cared for is unique and highly valued by those that use it. The service, funded by City Bridge Trust, was evaluated by Professor Gwyneth Boswell (Professor of Criminology at the University of East Anglia) in October 2011. It also found the service was extremely effective in maintaining family ties (recognised as a key factor in eventual successful prisoner resettlement). Through this and our Integrated Family Support work, Pact have found that support is crucial beyond the prison gate in the months after release to ensure that ex-prisoners reintegrate successfully back into the family home and rebuild relationships with partners, children and wider family.

Building on the experience of the last number of years, we wish to create an enhanced two year London Women's Resettlement Programme, based at HMP Holloway and serving the London boroughs where ex-prisoners are released back into their communities. A new role of Women's Resettlement Programme Manager will be created. The postholder will work with Pact's existing Volunteer Co-ordinator (who currently manages our volunteer pool - the JustPeople service) to assist the prisoner and their extended family on the resettlement journey just before release and up to an average of three months after release.

The aim is:

- a successful resettlement
- a stable family unit and
- a reduction in the risk of reoffending.

Pact are the best placed organisation to deliver this work due to our specialist knowledge acquired over many years of the factors faced by women prisoners at HMP Holloway and their extended family. Our Kinship Care Support Service has laid the foundations for a timely and effective service that works beyond the prison sentence and into London communities. We are also negotiating with the National Offender Management to employ workers, based on our First Night in Custody model, within all female prisons in England and Wales providing preliminary work on entry into prison ensuring we are able to make effective referrals into the service. Our proposed model will contribute to more resilient women ex-offenders, more stable families and less crime.

We are applying under the trust's Resettlement and Rehabilitation of Offenders Programme. We believe the service will meet this programme's outcome as it supports the women ex-prisoner and her extended family during a difficult and often emotionally charged transition to help achieve a positive resettlement that benefits all involved.

In addition, we believe it meets the trust's Principles of Good Practice by involving the women and their family from the start in designing the post-release Action Plan and valuing feedback. It also supports any woman and their family from any background needing help and supports the volunteers through line management as part of Pact JustPeople volunteer service. (A Job Description for the new post of London Women's Resettlement Programme Manager is attached). *

* on file.

Outputs and outcomes

What are the main activities or outputs you want to deliver? Please include no more than 5. By activities or outputs we mean the services, products or facilities you plan to deliver. If you plan to deliver work over more than one year you should include activities over the full grant period requested. Try to be specific.

Identifying 50 in year 1 and 75 in year 2 soon to be released women prisoners each year at HMP Holloway as needing support during the two successive years of the programme from 2014 - 2015 and matching them with a suitable JustPeople volunteer.

Creating an Action Plan with specific goals for each of the women (125 women in total over the 2 years) with input from the women themselves, the kinship carers of the children who needed looking after, the volunteer and the children to ensure successful outcomes against goals.

Supporting each family unit up to three months after release via weekly meetings to work through the Action Plan, achieving specific goals such as building better relationships, registering for benefits, staying off drugs, attending AA meetings, addressing mental ill health and seeking education, training or employment.

Ensuring that there is a suitable pool of screened and trained JustPeople volunteers available each year.

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

Relationships between the woman ex-prisoner and their partner restored and/or improved.

Relationships with children and extended family restored and/or repaired.

Addiction or mental ill health issues are starting to be addressed.

More confident women ex-offenders able to look at education, training or employment opportunities in conjunction with their assigned volunteer.

Who will benefit?

About your beneficiaries

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

72

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

Several NW London (60%)

Several SE London (40%)

What age group(s) will benefit?

All ages

What gender will beneficiaries be?

All

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

A range of ethnic groups

If Other ethnic group, please give details:

What proportion of the beneficiaries will be disabled people?

1-10%

Funding required for the project

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

Expenditure heading	Year 1	Year 2	Year 3	Total
Women's Resettlement Programme Manager	32,559	33,231	0	65,790
Volunteer Co-Ordinator (@2 1/2 days)	11,834	12,092	0	23,926
Contingency @ 5%	2,230	2,266	0	4,496
Volunteer training & expenses	5,550	6,650	0	12,200
Premises (Rent), Design & Print of leaflets	3,800	3,860	0	7,660
Information & Communications	800	810	0	1,610
Evaluation, Conference & dissemination	2,500	8,500	0	11,000
Central Support & Management Costs @ 15%	8,889	10,111	0	19,000
Origination & setup costs	1,350	0	0	1,350
TOTAL:	69,502	77,521	0	147,023

What income has already been raised?

Source	Year 1	Year 2	Year 3	Total
N/a	0	0	0	0
	0	0	0	0
TOTAL:	0	0	0	0

What other funders are currently considering the proposal?

Source	Year 1	Year 2	Year 3	Total
Lloyds Bank Foundation for England and Wales	65,000	70,000	0	135,000
	0	0	0	0
	0	0	0	0
TOTAL:	0	0	0	0

How much is requested from the Trust?

Expenditure heading	Year 1	Year 2	Year 3	Total
Women's Resettlement Programme Manager	32,559	33,231	0	65,790
Volunteer Co-Ordinator @2.5 days)	11,834	12,092	0	23,926
Contingency @ 5%	2,230	2,266	0	4,496
Volunteer training & expenses	5,550	6,650	0	12,200
Premises (Rent), Design & Print of leaflets	3,800	3,860	0	7,660
Information & Communications	800	810	0	1,610
Evaluation, Conference & dissemination	2,500	8,500	0	11,000
Central Support & Management Costs @ 15%	8,889	10,111	0	19,000
Origination & setup costs	1,350	0	0	1,350
TOTAL:	69,502	77,521	0	147,023

Finance details

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

Financial year ended:	Month: March	Year: 2013
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Income received from:	£
Voluntary income	191,644
Activities for generating funds	597,435
Investment income	38,825
Income from charitable activities	2,069,982
Other sources	0
Total Income:	2,897,886

Expenditure:	£
Charitable activities	2,214,723
Governance costs	5,439
Cost of generating funds	704,022
Other	0
Total Expenditure:	2,924,184
Net (deficit)/surplus:	-26,298
Other Recognised Gains/(Losses):	0
Net Movement in Funds:	-26,298

Asset position at year end	£
Fixed assets	16,656
Investments	200
Net current assets	301,726
Long-term liabilities	0
*Total Assets (A):	318,582

Reserves at year end	£
Endowment funds	0
Restricted funds	27,837
Unrestricted funds	290,745
*Total Reserves (B):	318,582

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

Statutory funding

For your most recent financial year, what % of your income was from statutory sources?
41-50%

Organisational changes

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

Pact merged with the much smaller charity, Time for Families, in April 2013 with the new charity's name being unchanged - 'Pact'. The Time for Families Trustees stood down, the Chief Executive retired and key delivery staff were brought across and the 'Time for Families' specialist training courses for prisoners/young offenders and their partners/parents is now a distinct component of Pact's services.

Previous funding received

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

	2010 £	2011 £	2012 £
City of London (except City Bridge Trust)	0	0	0
London Local Authorities	0	0	0
London Councils	0	0	0
Health Authorities	0	0	0
Central Government departments	1,271,516	1,473,315	1,014,258
Other statutory bodies	0	0	385,367

Previous grants received

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

Name of Funder	2010 £	2011 £	2012 £
The Monument Trust	0	0	110,628
Violet & Milo Cripps Ch'table Trust	75,000	0	0
Esmee Fairbairn Foundation	0	4,594	54,959
Joseph Rank Trust	0	10,000	10,000
The Tudor Trust	62,000	45,042	73,349

Declaration

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

Please confirm: Yes Full Name: **Bridget Moss**

Role within Organisation: **Head of Supporter Relations**

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MEETING 15/05/2014

Ref: 12106

ASSESSMENT CATEGORY - Resettlement and Rehabilitation of Offenders

WWV

**Adv: Joan Millbank
Base: Outside London
Benefit: London-wide**

**Amount requested: £133,332
(Revised Amount: £105,788)
Amount recommended: £105,700**

Purpose of grant request: Provide London offender volunteering programme to widen coverage, and build better evidence for improved employability, social integration, life satisfaction and reduced re-offending.

Background

Worldwide Volunteering (WWV) was set up in 2008 with The Foundation Trading Company as co-partners to promote the positive power of volunteering and social action. Now a stand-alone charitable company WWV currently runs projects across England and Scotland for disadvantaged young people including care leavers, young carers and those suffering the ill effects of drug and alcohol misuse, ex-offenders, wounded and injured service personnel, people with disabilities and young people suffering from rural isolation. WWV provide one-to-one tailored support for individuals to find volunteering opportunities which are suitable for their situation and which will help them on their path to recovery, rehabilitation, employment or just re-engagement within society. It has a national database of over 1500 third sector, commercial and private sector organisations willing to provide volunteering placements.

WWV also works in schools and colleges, motivating students to connect with local and worldwide organisations which can benefit from their help as volunteers, and change a young person's perspective for a lifetime.

Funding History

You have funded WWV three times since 2004. In 2004 you gave £50,000 to provide database and field support to 100 schools, and a subsequent amount of £25,000 in 2005. In 2009 you agreed a grant of £100,000 to pilot a new disability database and to fund a Volunteers Project Manager. All grants were satisfactorily monitored.

Current Application

You are being asked to contribute towards the continuation and development of WWV's London volunteering programme for ex-offenders. It has supported ex-offenders since 2008, using volunteering as a catalyst for change and personal development.

Working through a paid worker, based locally at St. Giles in Camberwell, WWV will use its established connections within prisons (Wandsworth, Brixton, Pentoville, ISIS and Holloway) and take referrals from other agencies including probation officers, hostels, drug and alcohol projects, to engage with prisoners due for release and ex-offenders. It will make small group presentations to approximately 450 prisoners and ex-offenders, offering them the benefits and opportunities of volunteering. Follow up interviews will be held with interested individuals and in depth one-to-one tailored

support will be provided to up to 50 people of all ages each year who take on a volunteering placement. Support can range from building life and employability skills via CV writing and preparation of personal statements, to developing personal skills and positive attitudes through building self-esteem, family connections, addressing anxiety and depression. Individuals are also trained and supported by the placement organisation as appropriate.

Volunteering opportunities are varied, including serving tea in a community centre to catering in a cafe, conservation work, office administration, animal welfare, sports coaching and work in libraries. Placements typically last six months but can continue as long as required, and in some cases continue after the individual has 'left' WWV. Opportunities are sought to match individual interest across London where possible.

WWV is confident that volunteering can reduce re-offending and it can refer to many success stories to illustrate integration, improved wellbeing and access into paid employment or further education. However, it recognises that more work is needed to demonstrate impact. The new CEO has led the organisation to define a theory of change which sets out specific outcomes and a clear monitoring and evaluation framework. This approach will be applied to the work you are being asked to fund.

Financial Observations

The audited accounts for the year ended 31st May 2013 show income of £811,101 and an end-of-year surplus of £52,303 (6.4% of turnover), comprising a surplus on restricted funds of £34,081 and £18,222 on unrestricted activity.

The charity's current reserves policy aims to hold sufficient funds to cover 12 months expenditure, which equates to £627,945 based on 2014/15 total expenditure, and to discharge obligations to staff in the event of the charity ceasing to operate. As at 1st May 2014, this reserves policy was being reviewed by the charity. At 31st May 2013 free unrestricted reserves stood at £199,408 equating to 3.8 months' worth of 2014/15 expenditure.

The latest forecast for the current year to 31st May 2014 shows income of £602,089 and a projected deficit of £23,541 (3.9% of turnover) all on unrestricted funds.

The 2014/15 budget shows expected income of £628,700, of which £91,942 (14.6%) has been confirmed as at 29th April 2014. After expenditure of £627,945 a surplus of £755 (0.1% of turnover) is anticipated, all on unrestricted funds. At 31st May 2015 free unrestricted reserves are expected to be £176,622 which is equivalent to 3.4 months' worth of 2014/15 expenditure.

Officer's Appraisal

WWV has a strong track record in supporting ex-offenders. It provides them with access to purposeful and enjoyable activities. Benefits include improved confidence and mental wellbeing, new skills, increased employability, joy at giving to others and developing a vision of the possible. The introduction of robust monitoring and evaluation will strengthen WWV's reputation and provide clear evidence on impact. Following the assessment meeting project approach and costs have been reviewed; hence the lowered request for funding.

Recommendation

£105,700 over three years (£37,000; £31,400; £37,300) for the full-time Volunteer Project London salary and running costs. Funding for year 2 and year 3 will be conditional upon the provision of measured evidence of reduced re-offending and improved mental wellbeing amongst its 'volunteers'.

The City Bridge Trust

Investing In Londoners: Application for a grant



About your organisation

Name of your organisation: WWV	
If your organisation is part of a larger organisation, what is its name?	
In which London Borough is your organisation based? Outside London	
Contact person: Mrs Jacqueline Sopwith	Position: Head of Project Fundraising and
Website: http://www.wwv.org.uk	
Legal status of organisation: Registered Charity	Charity, Charitable Incorporated Company or company number: 1038253
When was your organisation established? 07/03/1994	
Aims of your organisation: WWV believes in the positive power of volunteering and social action for good. WWV motivates and encourages people to volunteer as a means to understanding their personal values and ambitions, unlocking their potential, and as a catalyst for change. We specialise in supporting those with multiple disadvantage into hand picked voluntary placements as a pathway to inclusion, education, work and life satisfaction. We identify opportunities available and offer the individual the support needed to overcome their personal barriers and get accepted and enrolled on project of choice - enabling people in danger of being excluded from society to build skills, confidence, self-esteem and most importantly, to re-connect and engage in and with their local communities and the wider world. We support throughout to ensure the best outcomes.	
Main activities of your organisation: WWV currently runs projects across England and Scotland for <ul style="list-style-type: none">• disadvantaged young people (including care leavers, young carers and those suffering the ill effects of drug and alcohol misuse.)• ex-offenders• wounded and injured service personnel• people with disabilities• young people suffering from rural isolation. We provide 1-1 tailored support for individuals to find volunteering opportunities which are suitable for their situation and which will help them on their path to recovery, rehabilitation, employment or just re-engagement with society.	

Number of staff

Full-time:	Part-time:	Management committee members:	Active volunteers:
13	7	11	20

Property occupied by your organisation

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

Environmental Impact

City Bridge Trust wants to help voluntary sector organisations to have a positive environmental impact. Please tell us how much your organisation is already doing to have a positive environmental impact using the definitions below to help you decide.

Getting started: We try not to be wasteful and have introduced some simple 'green actions'.

Grant Request

Details of grant request

Under which of City Bridge Trust's programmes are you applying? Resettlement and Rehabilitation of Offenders
Which of the programme outcome(s) does your application aim to achieve? More ex-offenders successfully and sustainably resettled in the community and re-offending rates reduced More offenders and ex-offenders receiving help and support to improve their mental health
Please describe the purpose of your funding request in one sentence. Expand London offender volunteering programme to widen coverage, provide mentoring support, and build better evidence for improved employability, social integration, life satisfaction and reduced re-offending.
When will the funding be required? 31/03/2014
How much funding are you requesting? Year 1: £43,575 Year 2: £44,439 Year 3: £45,318 Total: £133,332
Do you plan to continue the activity beyond the period for which you are requesting funding? If so, how do you intend to fund it? Yes, as the programme is cost effective and successful. We wish to improve evidence of outcomes against expected trajectory and over a longer time period. We aim to continue to develop the methodology (introducing trained volunteer mentors) whilst retaining high quality of service, which we anticipate will allow us to attract funding in future.
If you need any planning or other statutory consents for the project to proceed, what stage have the applications reached? n/a

Summary of grant request

WWV would like to invite the Trustees to support our London volunteering Programme for ex-offenders, which provides an evidenced route to reducing re-offending, and improving the personal skills, well-being and employability of those leaving prison. WWV provides offenders with access to the purposeful and enjoyable activities needed to gain life satisfaction, give back, build skills for employment and vision of the possible.

WWV has supported ex-offenders since 2008. The programme, works both sides of the prison gate, and has strong partnerships with prisons, probation services and other organisations, embedding volunteering as part of a package of support alongside housing, drug and alcohol support, and others.

Delivered by trained personnel, supported by volunteers, the programme matches each individual with a voluntary placement which engenders self worth, life satisfaction, and the discovery of the personal values and resilience needed to keep out of prison, whilst building skills for employment. WWV is unique in working in this way, and over the past 5 years we have developed significant expertise in sustaining the motivation, vision and hope needed to achieve change and supporting the client to find and retain the right placement, improve their transferable skills, reintegrate with the community and move forward with their life.

Research shows certain criteria are essential for offenders to feel empowered to make decisions about their future. Our tailored programme meets these criteria, and also stimulates and reinforces the motivation and personal discipline needed to start and retain the placement and move forward.

- We build relationship of trust with client, putting them at the centre of our intervention. We encourage self determination and discipline so the client takes responsibility
- Our support is tailored for each individual, as long as required, and encompasses a wide range of guidance and practical training needed to make a successful transition from prison and overcome personal barriers to starting a voluntary placement.
- We offer choice so that each person can take up the placement they want to do.
- All participants improve their skills, work readiness and mental health. They widen social contacts and build informal support networks. They become better able to communicate and empathise, which makes crime harder to perform and alleviates anxiety.

All of our clients derive benefit from the intervention -- whether this be simply time to discuss future paths and opportunities, building CVs and interview techniques, or alleviating anxieties. Even those who do not manage to volunteer make huge progress towards life change - feeling included not excluded, people demonstrate a more positive attitude towards their own prospects, take responsibility for their future, improve relationships with friends and family, build skills for the workplace, discover personal values and life satisfaction and improve desistance.

Current funding for London finishes in early 2014, and we are keen to continue and develop this successful programme. Referrals are increasing as the reputation and success of the programme spreads, and it is clear that there is strong demand for the service.

To meet increasing demand, we believe that introducing a structured mentoring element to the programme would enable our personnel to spend more time with each client on volunteering support allowing some of the mentoring element to be performed by trained volunteers. We have already identified individuals who are keen and suitable for these roles, given the right training and supervision and we intend to link with other providers who are experienced in mentoring programmes.

We welcome people of all backgrounds and value diversity as illustrated by the width and breadth of our service users to date. We support and value our volunteers by providing training and progression.

Outputs and outcomes

What are the main activities or outputs you want to deliver? Please include no more than 5. By activities or outputs we mean the services, products or facilities you plan to deliver. If you plan to deliver work over more than one year you should include activities over the full grant period requested. Try to be specific.

Engaging up to 450 offenders per annum in HMPs Pentonville, Wandsworth, Brixton, Holloway, in hostels, and in the community informing them about intrinsic worth and transferable benefits of voluntary work.

Provide 1:1 tailor-made support package to up to 50 ex-offenders, to identify interests, build CV, personal statement, interview technique, disclosure, improve IT search abilities, alleviate concerns and fears, and include family as appropriate. Match with volunteer placement dovetailing with ambitions and provide support to overcome barriers to participation.

Provide additional support to up to 50 ex-offenders to apply for identified volunteering opportunities, including smoothing application process with chosen charities and influencing and guiding them on engaging with the ex-offender volunteer. Once charities appreciate WWV is there to support them, they are keener to accept potentially challenging volunteers

Encourage and support both the volunteers in their chosen placement, and the charities, during placement, overcoming barriers. Encourage communication and provide mentor support, if appropriate. Suggest alternative or more challenging placements to progress abilities and confidence.

Assist up to 20, post-volunteering placements. This may include re establishing CV, pursuing references and seeking employment or education as appropriate and signpost accordingly. We assist with job search, interview technique and will offer mentor support to help individuals to get established at their next stage.

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

Offenders will develop their values, social skills, and well-being, widen relationships and contacts and build self worth and life satisfaction through cause-related voluntary work. Voluntary work they wish to do and have chosen, will improve their ability to keep themselves positively occupied and reduce opportunity/likelihood of reoffending

Offenders will become more employable through better understanding of what they are good at and enjoy doing, and improving relevant skills for the work place, such as communication, teamwork, problem solving, reliability and punctuality, and will secure up-to-date and pertinent references

Offenders will improve their IT skills, and related search skills including searching for placements or employment, interview skills, disclosure, improve CV and personal statement writing all of which make employment possibilities more realistic.

Offenders will cease to be stigmatised - they become volunteers rather than ex offenders, judged for what they are doing now rather than what they have done. They change their self perception and how they are viewed by others enabling them to build a distance from prison.

All participants in programme will improve their skills and well-being irrespective of whether or not they start a volunteering opportunity. This will include the discipline of attending appointments, communication, expected or acceptable behaviour and discussion with well informed and empathetic WWV personnel allowing them to move their life forward

Who will benefit?

About your beneficiaries

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

450

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

Several NE London (48%)

Several SE London (48%)

London-wide (4%)

What age group(s) will benefit?

16-24

25-44

45-64

65-74

What gender will beneficiaries be?

All

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

A range of ethnic groups

If Other ethnic group, please give details:

What proportion of the beneficiaries will be disabled people?

1-10%

(Subsequently revised (see over))

Funding required for the project

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

Expenditure heading	Year 1	Year 2	Year 3	Total
Salaries including National Insurance and pension	30,100	30,702	31,316	92,118
Travel and Telephone	3,000	3,060	3,121	9,181
Promotional Materials	500	500	500	1,500
Training	2,000	2,040	2,080	6,120
Team Management	4,500	4,590	4,681	13,771
Office support, M&E, Admin, IT, volunteer mgt	8,000	8,160	8,323	24,483
Mentoring, training and expenses	10,000	10,200	10,404	30,604
TOTAL:	58,100	59,252	60,425	177,777

What income has already been raised?

Source	Year 1	Year 2	Year 3	Total
	0	0	0	0
	0	0	0	0
TOTAL:	0	0	0	0

What other funders are currently considering the proposal?

Source	Year 1	Year 2	Year 3	Total
Cripplegate Foundation	15,000	15,000	15,000	45,000
	0	0	0	0
TOTAL:	15,000	15,000	15,000	45,000

How much is requested from the Trust?

Expenditure heading	Year 1	Year 2	Year 3	Total
Salaries including national Insurance pension	30,100	30,702	31,316	92,118
Travel and Telephone	3,000	3,060	3,121	9,181
promotional Materials	500	500	500	1,500
Training	2,000	2,040	2,080	6,120
Team management	4,500	4,590	4,681	13,771
Office Support M and E Admin IT including volunteer management	8,000	8,160	8,323	24,483
Conferences and exhibitions	500	500	500	1,500
Mentoring training and expenses	10,000	10,200	10,404	30,604
Pro rata 75% assuming successful with Cripplegate	43,575	44,439	45,318	101,332
TOTAL:	58,100	59,252	60,425	177,777

Funding required for the project

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

Expenditure Heading	Year 1	Year 2	Year 3	Total
Salary including national Insurance pension	30,100	30,702	31,316	92,118
Travel and Telephone	2,000	2,040	2,081	6,121
Promotional Materials	400	400	400	1,200
Training	750	765	780	2,295
Monitoring and Evaluation	3,400	1,900	1,938	7,238
Team management, peer support and learning	2,600	2,652	2,705	7,957
Volunteering Opportunity Database	1,400	1,428	1,457	4,285
Office Support (HR, Admin, IT, Finance, Grant management)	6,200	6,324	6,450	18,974
Conferences and exhibitions	200	200	200	600
Desk space (gift in kind)	3,000	3,000	3,000	9,000
	50,050	49,411	50,327	149,788

What income has already been raised?

Source	Year 1	Year 2	Year 3	Total
St Giles Trust (Gift in kind)	3,000	3,000	3,000	9,000
Albert Hunt Trust	5,000	5,000		10,000
The Rayne Foundation	5,000			5,000
Boltini Trust		10,000		10,000
Unrestricted (core funding)			10,000	10,000
Total:	13,000	18,000	13,000	44,000

What other funders are currently considering the proposal?

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

How much is requested from the Trust?

Expenditure Heading	Year 1	Year 2	Year 3	Total
Salary including national Insurance pension	23,703	20,779	24,699	69,181
Travel and Telephone	1,575	1,381	1,641	4,597
Promotional Materials	315	271	315	901
Training	591	518	615	1,724
Monitoring and Evaluation	2,677	1,286	1,529	5,492
Team management, peer support and learning	2,047	1,795	2,133	5,976
Volunteering Opportunity Database	1,102	966	1,149	3,218
Office Support (HR, Admin, IT, Finance, Grant management)	4,882	4,280	5,087	14,250
Conferences and exhibitions	157	135	158	451
Request to City Bridge Trust	37,050	31,411	37,327	105,788
	78.75%	67.68%	78.87%	66.51%
Total:	37,050	31,411	37,327	105,788

Finance details

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

Financial year ended:	Month: May	Year: 2013
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Income received from:	£
Voluntary income	87,505
Activities for generating funds	433,226
Investment income	3,303
Income from charitable activities	287,067
Other sources	0
Total Income:	811,101

Expenditure:	£
Charitable activities	642,503
Governance costs	3,161
Cost of generating funds	113,134
Other	0
Total Expenditure:	758,798
Net (deficit)/surplus:	52,303
Other Recognised Gains/(Losses):	0
Net Movement in Funds:	52,303

Asset position at year end	£
Fixed assets	9,624
Investments	0
Net current assets	375,241
Long-term liabilities	0
*Total Assets (A):	384,865

Reserves at year end	£
Endowment funds	0
Restricted funds	175,832
Unrestricted funds	209,033
*Total Reserves (B):	384,865

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

Statutory funding

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

Organisational changes

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

New Director Mike Silvey was appointed in Aug 2013
--

Previous funding received

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

	2010 £	2011 £	2012 £
City of London (except City Bridge Trust)	0	0	0
London Local Authorities	0	0	0
London Councils	0	0	3,000
Health Authorities	0	0	0
Central Government departments	0	0	0
Other statutory bodies	0	0	0

Previous grants received

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

Name of Funder	2010 £	2011 £	2012 £
Henry Smith Charity	25,000	25,000	25,000
John Ellerman	0	30,000	30,000
Help for Heroes	0	55,000	100,000
Esmee Fairbairn Foundation	0	50,000	50,000
Garfield Weston Foundation	0	50,000	50,000

Declaration

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

Please confirm: Yes Full Name: **Mrs Jacqueline Sopwith**

Role within **Head of Project Fundraising and Development**
Organisation:

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MEETING 15/05/2014

Ref: 12164

ASSESSMENT CATEGORY - Strengthening London's Voluntary Sector

Local Accountancy Project

Amount requested: £103,000
{Revised request: £100,810}
Amount recommended: £100,800

Adv: Joan Millbank
Base: Southwark
Benefit: Southwark and SE
London

Purpose of grant request: To employ a part-time business support manager to help community and voluntary sector organisations to improve their financial management skills.

Background

Local Accountancy Project (LAP) is a second-tier voluntary sector organisation dedicated to building the capacity of front line third-sector organisations to apply effective accounting, financial management, and financial systems. LAP offers a range of financial services and support via training and dedicated advice on all aspects of financial management including budgeting, cash flows, book keeping, management accounts, financial controls, financial accountability, taxation and regulation. It also provides payroll and independent examination services, which also helps to generate income for LAP.

LAP is itself a well-established organisation and has helped to establish London-based and national networks to support and promote local community accountancy services.

LAP services are focused on smaller and under-resourced organisations and those working with marginalised communities.

Funding History

You have supported LAP on three previous occasions. The most recent grant was in 2000 when you awarded £9,500 to extend the work of its development worker for a further five months. All grants were successfully monitored.

Current Application

LAP is seeking your support to set up a 28 hour per week business support manager post, which will provide financial management capacity-building support to 60 groups over three years. Each organisation will undergo a financial health check to identify its financial management needs. Following the health check, each group will then receive up to ten dedicated advice sessions. These sessions will be designed to build understanding and skills within the organisation, its trustees and its key staff members, and to put financial policies and procedures in place appropriate to the size and nature of the group. These are likely to include book keeping systems, tools for management reporting (budgets, income and expenditure sheets, balance sheets, cash flow charts), cash handling and petty cash systems, computerised accounting systems. Organisations will also receive advice and support on legal regulations and accountability including Charity Commission rules and funders' requirements. Recipients could also benefit from LAP's general training, placement of volunteer accountants, website fact sheets, and buy in end-of-year accounting and payroll services if required.

Organisations will be identified through outreach, advertising and referral. User group feedback will help inform the monitoring processes. Success will be measured against the implementation and maintenance of financial systems within each organisation.

Financial Observations

The deficit for the year ended 31st March 2013 was £16,688 (18.1% of turnover), all on unrestricted funds. The draft outturn for the year ended 31st March 2014 shows income of £109,871 and a surplus of £4,465 (4.1% of turnover), all on unrestricted funds.

The reserve policy states that the organisation aims to hold in free unrestricted reserves, sufficient funds to meet its obligations for a period of three months which it has calculated as £24,000. At 31st March 2013 free unrestricted reserves stood at £31,280, equating to 2.6 months' worth of current budgeted expenditure.

The budget for the current year ending 31st March 2015 shows expected income of £148,486 and a projected surplus of £4,378 (2.9% of turnover), all on unrestricted funds. At 30th January 2014 income of £52,032 (35%) had been secured through grants, with £58,450 (39.4%) expected through service charges and fees (2013/14: £54,577), £37,000 (24.9%) anticipated from this grant application and £1,004 (0.7%) from sundry charges and investment income.

Officer's Appraisal

Community accountancy projects offer important and affordable finance management support and advice services to the voluntary sector and to smaller organisations and new community groups in particular. LAP helped 380 small organisations in the year ending March 2013 including 32 new groups; many of these from Black and Minority Ethnic communities. This project will increase substantially LAP's ability to provide capacity building support to groups, helping them to achieve sound financial management. Following the assessment meeting adjustments were made to clarify project outputs and project costs were adjusted accordingly as reflected in the costings now presented in the application form.

Recommendation

£100,800 over three years (£35,200; £32,800; £32,800) for the part-time (28hpw) salary costs of a Business Support Manager and related project running costs.

The City Bridge Trust

Investing In Londoners: Application for a grant



About your organisation

Name of your organisation: Local Accountancy Project	
If your organisation is part of a larger organisation, what is its name? LAP has recently been incorporated and is awaiting a new charity number. Previous number was 1055503 MM 22/8/00	
In which London Borough is your organisation based? Southwark	
Contact person: Mr. Ade Adebambo	Position: Director
Website: http://www.localaccountancyproject.org.uk	
Legal status of organisation: Registered Charity	Charity, Charitable Incorporated Company or company number: 1114755
When was your organisation established? 01/07/1986	
Aims of your organisation:	
<p>To promote the efficiency & effectiveness of charities & voluntary & community organisations, by the provision of a comprehensive financial management & accountancy service & the training & support of their employees in relevant financial management skills.</p> <p>To build the capacity of voluntary & community groups, particularly in Southwark, but also across other surrounding boroughs, & to enable them to manage their financial affairs efficiently.</p> <p>To provide particular support to smaller organisations & those representing disadvantaged sections of the community.</p> <p>To provide affordable alternatives to commercial services such as audit & payroll for target groups.</p> <p>To provide a comprehensive payroll service to small charities and not for profit organisations which then frees them to concentrate on their core activities and enables them meet their statutory obligations.</p>	
Main activities of your organisation:	
<p>Helping individual organisations, whether incorporated or unincorporated, that for whatever reason have some form of financial difficulty or crisis.</p> <p>Advising & helping such individual organisations to set up appropriate books of accounts & keep them up to date, promoting methods of bookkeeping & a robust internal financial control procedure.</p> <p>Advising on information flows between the relevant members of management committees of individual organisations & giving advice on structures to ensure accountability.</p> <p>Giving advice on budgets, cash flow, local authority & central government funding & other grants, payroll, including advice on national insurance & local government pay scales and HMRC guide lines and regulations.</p> <p>Provision of training, seminars, finance forums & other services to achieve the above.</p> <p>Undertaking of organisations' Financial Health Checks & Independent Examinations.</p>	

Number of staff

Full-time:	Part-time:	Management committee members:	Active volunteers:
1	3	5	8

Property occupied by your organisation

Is the main property owned, leased or rented by your organisation?	If leased/rented, how long is the outstanding agreement?
Leased	3 year rolling lease.

Grant Request**Details of grant request**

Under which of City Bridge Trust's programmes are you applying? Strengthening London's Voluntary Sector
Which of the programme outcome(s) does your application aim to achieve? More organisations with improved skills in financial management More organisations with the skills to improve their volunteer management
Please describe the purpose of your funding request in one sentence. To employ a part-time business support manager to help community & voluntary sector organisations including nurseries & play groups improve their financial management skills.
When will the funding be required? 01/07/2014
How much funding are you requesting? Year 1: £37,000 Year 2: £34,000 Year 3: £32,000 Total: £103,000
Do you plan to continue the activity beyond the period for which you are requesting funding? If so, how do you intend to fund it? We hope to continue after the three year initial period but with a reduced number of days per week, with the belief that the positive impact of our activities with the groups will not require such a high level of training & support. We also aim to introduce more chargeable services ie research & consultancy.
If you need any planning or other statutory consents for the project to proceed, what stage have the applications reached?

Summary of grant request

THE NEED FOR THE PROJECT

This application is being made at the request of numerous interested parties, notably Southwark Pre School Alliance, community nurseries, pre school & after school clubs as well as the emerging refugee communities. In addition to this, the recent changes in Charity Law & the Companies Act, accounting regulations & changes within HMRC reporting, are placing a particularly large burden on small, underfunded & even established medium groups. The need for quality advice & guidance is greater than ever. The underlying objective of this service stems from the belief that all organisations need to gain confidence & expertise in handling the financial aspects of their activity if they are to survive & develop especially under the current economic & funding climate. Small organisations do not usually have volunteers or paid staff with relevant accounting & financial skills. There is usually a reluctant volunteer or employee delegated to sort out the books. However, given the need for accountability to funders as well as members etc, this task, if not properly administered, can severely limit an organisation's ability to function properly. Examination of our clients books highlights the urgent need for our help & guidance in a great many cases.

HOW THE WORK WILL BE DELIVERED

We intend to employ a Business Support Manager whose job will be to carry out the following functions:

- Provide group & one to one training & support.
- Visit groups in their premises if necessary & any follow up that is thought necessary
- Provide financial forums & workshops
- Conduct financial health checks.
- Where appropriate we will provide financial templates for organisations to follow.

WHAT WE AIM TO ACHIEVE

We aim to enable beneficiaries to control & manage their own finances by developing their skills within the organisation providing a sensitive & varied service to meet the diverse needs of frontline organisations in Southwark & the surrounding boroughs.

WHY WE ARE THE RIGHT ORGANISATION TO DELIVER THE WORK

We are the right organisation to deliver this service because LAP is a well established and influential organisation and we have the experience & unique understanding of the sector & how it works. We have over 25 years of experience in delivering community accountancy services & are the only locally focused community accountancy service within Southwark.

HOW THE PROJECT WILL MEET THE TRUST'S PROGRAMME OUTCOME

The new post will deliver advice, training and other services to different organisations each year, including training and health checks. Over the three years the Business Support Manager will help improve the financial capacity of organisations, work towards a financial development plan, and improve the financial skills of trainees. The outcome will be a stronger, more efficient voluntary sector and a larger local pool of volunteers with financial skills and better permanent job prospects.

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

We collect regular feedback from clients through client feedback forms and from feedback from users and non-users via our website, phone and post. The management committee reviews feedback quarterly, and strategy annually to ensure we are on course to meet future need. LAP recognises and responds to third sector diversity through its multi-ethnic board membership and operating a strong equal opportunities policy when recruiting staff, volunteers clients and board members. We focus our services to meet the needs of smaller less capable organisations, minority groups and those tackling greatest disadvantage. We promote diversity in our literature and on our website.

Outputs and outcomes

What are the main activities or outputs you want to deliver? Please include no more than 5. By activities or outputs we mean the services, products or facilities you plan to deliver. If you plan to deliver work over more than one year you should include activities over the full grant period requested. Try to be specific.

**Training: Develop a training programme to cover the following financial courses:-
Basic bookkeeping: Payroll (paying employees): Financial Planning & Budgeting:
Financial Management & Control for Trustees: Project Accounting: Management
Reporting: Understanding your Financial Statements.**

Financial Health Checks: Undertake a financial health check of each organisation & discuss the results with the voluntary organisation staff and trustees' & develop an action plan.

Volunteer Development: We intend to recruit volunteers either directly or through the local volunteer centre. We will then train them & place in or attach them to voluntary & community organisations supported by the senior Community Accountant.

One to One support: Give one-to-one advice sessions on specific topics at the request of voluntary organisations. Follow up the health check action plans given to voluntary organisations by giving one-to-one advice where the need for support has been identified through the process.

Develop our website to enable us to provide factsheets for organisations ie Budget factsheet; Cashflow templates: Links to other relevant organisations eg Companies House & Charity Commission and also to monitor feedback.

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

Training: We believe that these courses will enable both trustees' & staff to have better understanding of the organisations financial activities & to enable them to produce financial information that will help staff & committees' to manage their finances better and help them comply with rules of Charity Commission etc.

Financial Health Checks: This will enable us to identify & monitor what advice, support & training that is needed for each individual organisation in order to help them to fulfil their objectives & statutory requirements with Companies House, Charity Commission & potential funders.

Volunteer Development: It helps the volunteers' to play a more active role in the voluntary & community organisation that they are involved with & will also support them in terms of their personal development by provision of gainful employment & providing valuable skills relevant to current & potential employers.

One to One Support: By supporting organisations on an individual basis this will enable them to follow a structured & prioritised plan to improve their financial management. It enables the organisation to ask specific questions & gain answers to their relevant organisation eg VAT, CIOs, & CICs.

Develop our Website: This will encourage self help by providing them with access to templates of various financial spreadsheets & links to relevant organisations. This will also help us to monitor any feedback.

Who will benefit?

About your beneficiaries

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

500

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

Southwark (78%)

Several SE London (22%)

What age group(s) will benefit?

All ages

What gender will beneficiaries be?

All

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

A range of ethnic groups

If Other ethnic group, please give details:

What proportion of the beneficiaries will be disabled people?

11-20%

Funding required for the project

*Costings
Subsequently
Raised / see over*

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

Expenditure heading	Year 1	Year 2	Year 3	Total
Salary of Business Support Manager	25,000	25,000	25,000	75,000
Employers NI (12%) & Pension (6%)	4,500	4,500	4,500	13,500
Computer, Printer, Furniture	2,500	0	0	2,500
Rent & Service Charges	2,500	2,500	2,500	7,500
Telephone, Fax & Internet	845	890	920	2,655
Insurance	300	300	300	900
Postage, Stationery & Photocopying	375	385	395	1,155
Training Course Expenses	1,500	1,550	1,600	4,650
Staff Development & Training	380	380	380	1,140
TOTAL:	37,900	35,505	35,595	109,000

What income has already been raised?

Source	Year 1	Year 2	Year 3	Total
	0	0	0	0
	0	0	0	0
TOTAL:	0	0	0	0

What other funders are currently considering the proposal?

Source	Year 1	Year 2	Year 3	Total
	0	0	0	0
	0	0	0	0
TOTAL:	0	0	0	0

How much is requested from the Trust?

Expenditure heading	Year 1	Year 2	Year 3	Total
Salary of Business Support Manager	24,100	23,495	21,405	69,000
Employers NI (12%) & Pension (6%)	4,500	4,500	4,500	13,500
Computer, Printer, Furniture	2,500	0	0	2,500
Rent & Service Charges	2,500	2,500	2,500	7,500
Telephone, Fax & Internet	845	890	920	2,655
Insurance	300	300	300	900
Postage, Stationery & Photocopying	375	385	395	1,155
Training Course Expenses	1,500	1,550	1,600	4,650
Staff Development & Training	380	380	380	1,140
TOTAL:	37,000	34,000	32,000	103,000

Funding Required For The Project
What is the total cost of the proposed activity/project?

*Revised
 Costings*

Expenditure heading	Year 1	Year 2	Year 3	Total
	£	£	£	£
Salary of Business Support Manager	24,000	24,000	24,000	72,000
Employers NI (12%) & Pension (6%)	4,320	4,320	4,320	12,960
Computer, Printer, Furniture	2,500	0	0	2,500
Rent & Service Charges	2,500	2,500	2,500	7,500
Telephone, Fax & Internet	845	890	920	2,655
Insurance	300	300	300	900
Postage, Stationery & Photocopying	375	385	395	1,155
Training Course Expenses	750	750	750	2,250
Staff Development & Training	380	380	380	1,140
Total	35,970	33,525	33,565	103,060

What Income has already been raised?

Source	Year 1	Year 2	Year 3	Total
	£	£	£	£
Fees	750	750	750	2,250
Total	750	750	750	2,250

What other funders are currently considering the proposal?

Source	Year 1	Year 2	Year 3	Total
	£	£	£	£
Fees	0	0	0	0
Total	0	0	0	0

How much is requested from the Trust?

Expenditure heading	Year 1	Year 2	Year 3	Total
	£	£	£	£
Salary of Business Support Manager	24,000	24,000	24,000	72,000
Employers NI (12%) & Pension (6%)	4,320	4,320	4,320	12,960
Computer, Printer, Furniture	2,500	0	0	2,500
Rent & Service Charges	2,500	2,500	2,500	7,500
Telephone, Fax & Internet	845	890	920	2,655
Insurance	300	300	300	900
Postage, Stationery & Photocopying	375	385	395	1,155
Training Course Expenses (Venue hire/Refreshment)	0	0	0	0
Staff Development & Training	380	380	380	1,140
Total	35,220	32,775	32,815	100,810

Finance details

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

Financial year ended:	Month: March	Year: 2013
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Income received from:	£
Voluntary income	47,230
Activities for generating funds	0
Investment income	206
Income from charitable activities	44,544
Other sources	54
Total Income:	92,034

Expenditure:	£
Charitable activities	108,243
Governance costs	479
Cost of generating funds	0
Other	0
Total Expenditure:	108,722
Net (deficit)/surplus:	-16,688
Other Recognised Gains/(Losses):	0
Net Movement in Funds:	0

Asset position at year end	£
Fixed assets	0
Investments	0 17,797 <i>gm</i>
Net current assets	31280 13,483 <i>gm</i>
Long-term liabilities	0
*Total Assets (A):	31,280

Reserves at year end	£
Endowment funds	0
Restricted funds	0
Unrestricted funds	31,280
*Total Reserves (B):	31,280

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

Statutory funding

For your most recent financial year, what % of your income was from statutory sources?
41-50%

Organisational changes

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

None

Previous funding received

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

	2010 £	2011 £	2012 £
City of London (except City Bridge Trust)	0	0	0
London Local Authorities	47,232	47,232	47,232
London Councils	24,000	17,600	11,362
Health Authorities	0	0	0
Central Government departments	0	0	0
Other statutory bodies	0	0	0

Previous grants received

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

Name of Funder	2010 £	2011 £	2012 £
None	0	0	0
	0	0	0
	0	0	0
	0	0	0
	0	0	0

Declaration

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

Please confirm: Yes Full Name: **MR ADETOLA ADEBAMBO**

Role within **SENIOR ACCOUNTANT/COMPANY SECRETARY**
Organisation:

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MEETING 15/05/2014

Ref: 12131

ASSESSMENT CATEGORY - Strengthening London's Voluntary Sector

Volunteer Centre Hounslow

Adv: Tim Wilson

Amount requested: £132,411

Base: Hounslow

{Revised request: £144,306}

Benefit: Hounslow

Amount recommended: £141,100

Purpose of grant request: Salary of a Good Practice Officer to enhance volunteer management and volunteering by training and advice to local organisations.

Background

Volunteer Centre Hounslow (VCH) recruits and places volunteers in voluntary and statutory organisations across the borough of Hounslow. Established in 1977, it also promotes volunteer opportunities on behalf of host organisations and delivers training to ensure that volunteer placements are successful.

There is currently higher demand for volunteer placements within the borough than there are opportunities available. In the last year, VCH reported 1,530 new volunteer registrations against 340 new placements. The charity attributes this mismatch to the difficulties prospective hosts often have in designing suitable volunteer placements, and the frequent difference between the skills offered by prospective volunteers, and the skills host organisations actually need.

Despite funding constraints affecting many of Hounslow's voluntary organisations, VCH reports that it is relatively hard for these charities to turn to volunteers for help as they do not know how best to arrange and host placements. VCH seeks to address this so that the borough's voluntary and community sector can manage with reduced resources.

Funding History

You have funded VCH twice since 2000, both times under your old Main Grants programmes and for initiatives supporting older people. In 2001 you awarded £75,000 for an 'odd jobs' scheme and in 2005 you awarded £81,000 for a gardening and decorating scheme. Monitoring for both grants was satisfactory. Files were closed and archived some time ago.

VCH has also submitted but then withdrawn three applications to your Trust. In 2001 for a best practice programme for volunteer managers, and then more recently in May 2012 and September 2013 as it submitted earlier versions of the proposal under consideration at today's meeting.

Current Application

VCH wishes to deliver a three year programme to improve volunteer management in Hounslow. This programme is intended to address the shortfall in volunteer placements and to provide support to organisations who wish to host volunteers. Activities will be led by a full-time Good Practice Worker who will deliver tailored support by telephone and face-to-face.

The programme is intended to increase the number and improve the quality of local volunteer opportunities, and to ensure that voluntary organisations know how to make best use of volunteer input. VCH will build on its volunteer brokerage experience to identify organisations who would derive most benefit.

Financial Observations

Audited accounts for the year ended 31st March 2013 show a deficit of £7,487 (4.7% of turnover), entirely on unrestricted funds.

The reserves policy states that the organisation aims to hold in free unrestricted reserves between 30-50% of current year income, which equates to a target holding of between £59,688 and £99,481 based on anticipated income for 2014-15. At 31st March 2013, the organisation held free unrestricted reserves of £119,983 which equates to 60.3% of 2014-15 income.

The latest management accounts for the year ended 31st March 2014 show total income of £105,394 and a deficit of £20,030 (19% of turnover), comprising a deficit of £22,634 on unrestricted funds partially offset by a surplus of £2,604 on restricted funds. This deficit reflected a planned use of unrestricted reserves to bring the holding in line with the trustees' target.

The budget for the current year to 31st March 2015 shows a break-even position. Total income is expected to be £198,961, of which £89,500 (45%) had been confirmed as at 28th April 2014. At 31st March 2015 free unrestricted reserves are predicted to be £97,338, which is equivalent to 48.9% of 2014-15 income.

Officer's Appraisal

Hounslow is a relatively deprived London borough, and although census data shows a declining trend in the local unemployment rate over the last ten years, there is still sufficient demand for work-experience opportunities such as those brokered by VCH. The charity reports an increase in enquiries but insufficient places to host volunteers. Additionally, there is often a mismatch between the skills needed by host organisations, and the skills offered by prospective volunteers. This speaks to the value of increasing the number of local volunteer opportunities as well as working with current and prospective volunteer hosts to improve the quality of the placements available.

Following an increase in their office rental costs, VCH has submitted a revised project budget (as shown at Appendix A to the original application form). Given the funds already raised from the London Borough of Hounslow, VCH requires slightly less than the funds requested in appendix A, and this is reflected in the recommendation below.

Recommendation

£141,100 over 3 years (£45,300; £46,300; £49,500) for a full-time Good Practice Officer together with on-costs and project running costs in order to improve volunteer management in the London Borough of Hounslow.

The City Bridge Trust

Investing In Londoners: Application for a grant



About your organisation

Name of your organisation: Volunteer Centre Hounslow	
If your organisation is part of a larger organisation, what is its name? N/A	
In which London Borough is your organisation based? Hounslow	
Contact person: Ms Taz Nagra	Position: Director
Website: http://www.volunteerhounslow.org.uk	
Legal status of organisation: Charitable company	Charity, Charitable Incorporated Company or company number: 296308
When was your organisation established? 30/09/1978	
Aims of your organisation: <p>The charitable objectives are to recruit and place volunteers in both voluntary organisations and, where appropriate, statutory agencies in the London Borough of Hounslow; to offer advice and information on all aspects of voluntary work; to encourage and monitor good practice in the use of volunteers; and to research and seek to establish new projects to meet the needs of the local community.</p>	
Main activities of your organisation: <p>Volunteer Centre Hounslow is an accredited Volunteer Centre. We support citizens and not for profit organisations in the London Borough of Hounslow in order to promote volunteering and its benefits. We do this by fulfilling the 6 core functions of an accredited Volunteer Centre:</p> <ol style="list-style-type: none"> 1 Brokerage: matching individuals and organisations with appropriate volunteering opportunities; 2 Marketing Volunteering: stimulating and encouraging interest in voluntary activity by both individuals and organisations; 3 Good Practice Development: supporting volunteer involving organisations to implement good practice in all aspects of their volunteering programme; 4 Developing Volunteering Opportunities: working with statutory and voluntary groups to develop and increase the range of local volunteering opportunities; 5 Policy Response & Campaigning: maintaining up to date knowledge about local or national developments that impact on volunteering, and leading or participating in issues affecting volunteers or volunteering. 6 Strategic Development of Volunteering: leading local resource influencing local plans and policy making, and feeding into regional and national consultations. 	

Number of staff

Full-time:	Part-time:	Management committee members:	Active volunteers:
4	1	3	20

Property occupied by your organisation

Is the main property owned, leased or rented by your organisation?	If leased/rented, how long is the outstanding agreement?
Rented	Open ended licence, ongoing.

Environmental Impact

City Bridge Trust wants to help voluntary sector organisations to have a positive environmental impact. Please tell us how much your organisation is already doing to have a positive environmental impact using the definitions below to help you decide.
Making progress: We have reviewed our organisation's environmental impact and have started to carry out a plan of improvements.

Grant Request

Details of grant request

Under which of City Bridge Trust's programmes are you applying? Strengthening London's Voluntary Sector
Which of the programme outcome(s) does your application aim to achieve? More organisations with the skills to improve their volunteer management
Please describe the purpose of your funding request in one sentence. Salary of 1 f/t Good Practice Officer and running costs; to enhance volunteer management and volunteering mainly by outreach, training and advice to local organisations.
When will the funding be required? 01/04/2014
How much funding are you requesting? Year 1: £42,328 Year 2: £43,523 Year 3: £46,560 Total: £132,411
Do you plan to continue the activity beyond the period for which you are requesting funding? If so, how do you intend to fund it? Yes. We have an excellent ongoing relationship with LB of Hounslow and anticipate that they will continue to commission services from us. We have reviewed staff roles and ensured that capacity is available for fundraising. We will explore income generating projects which are viable and in line with our charitable objectives and mission.
If you need any planning or other statutory consents for the project to proceed, what stage have the applications reached? N/A

Summary of grant request

The need:

Recent years have seen changes in the demographic of volunteers, and the number and capacity of Volunteer Involving Organisations (VIOs) in Hounslow. The CVS no longer exists. VC Hounslow is now integral to delivering organisational development support, and we seek funding to maintain and improve our work with VIOs, specifically in the area of good practice in volunteer management. This work will increase volunteering quality and capacity, and improve sustainability in the sector generally.

We have surveyed training needs; and know that many people responsible for managing volunteers are inexperienced, lack resources, and need the support we can offer.

Delivery:

The work will be led by a Good Practice Worker, assisted by a Marketing and Brokerage Worker, particularly in the delivery of forums, events and promotional work; both posts will be managed by the Director. 4 volunteers will be trained and supported to assist with delivery of good practice work.

Staff are already in post, therefore lead in time will be negligible, mainly involving planning, and ensuring that monitoring is in place.

The project will deliver training, forums, outreach work, and online, face-to-face and online advice and resources. Work with individual VIOs will be offered at different levels according to need.

We will continue delivering projects to promote volunteering; and we want to improve our own practice, achieving PQASSO Level 1 to evidence this and as part of a process of continuous improvement.

Aims of the project:

We aim to achieve the following outcomes:

- 1 VIOs will improve their knowledge and skills in Volunteer Management, by accessing expert support from Volunteer Centre Hounslow (VC Hounslow); and by participation in events that strengthen and coordinate volunteering in the borough.
- 2 The number and variety of volunteering roles registered with VC Hounslow will increase, offering volunteers and prospective volunteers a choice of appropriate and fulfilling opportunities.
- 3 Better managed volunteers will enjoy a positive volunteering experience and add value to services provided by VIOs.
- 4 VC Hounslow will lead by example, consolidating its own good practice, and seeking to manage projects which will promote and increase volunteering in the borough.

Why VC Hounslow?

We have a 34 year track record of delivering volunteering support and are an accredited Volunteer Centre. We are well respected and have an excellent relationship with LB Hounslow, who fund us. We have begun a process of reviewing and improving our financial procedures, governance and strategic planning. Our Director is prominent in all key networks, forums and committees locally and is Hounslow's nominated Champion for Volunteering. No other local voluntary sector organisation has our level of expertise and engagement.

How we meet the programme outcome:

The core of the work will make a demonstrable difference to the capacity of VIOs to manage volunteers - to know what good practice is, and how to implement it. Through access to skills, knowledge and support, we aim to increase and improve volunteering, giving more people the opportunity to participate, and, ultimately, to enhance services to the wider community.

How we meet CBT's principles of Good Practice:

- 1 Cascade benefit: we have feedback from existing surveys, and will put in place monitoring specifically to track impact.
- 2 We are committed to improving all aspects of the organisation and intend to achieve the PQASSO quality accreditation. We conduct satisfaction surveys, TNA, and evaluation of training and events.
- 3 We offer free/subsidised membership and attendance at training and events; we are visible in community forums, and based in the town centre;
- 4 We are represented in sub-regional and regional partnerships and forums, and these are our principle means of sharing learning.

Outputs and outcomes

What are the main activities or outputs you want to deliver? Please include no more than 5. By activities or outputs we mean the services, products or facilities you plan to deliver. If you plan to deliver work over more than one year you should include activities over the full grant period requested. Try to be specific.

Good practice support for organisations:

24 organisations receive intensive support: 8 pa

36 organisations receive essential - moderate tailored support: 12 pa

300 organisations have access to up-to-date online resources, telephone and face to face advice

18 training/development events: 6 pa

6 networking forums delivered: 2 pa

Increase volunteer roles and opportunities:

Maintain number of registered volunteer involving organisations at 340

75 new roles registered: 25 pa

45 applicants matched with volunteering roles: 15 pa

Advice available on creating volunteer roles: ongoing

Creating volunteer roles included in training content of at least 1 workshop pa

Evidencing that work with organisations results in positive volunteering experiences and enhanced service delivery:

15 case studies demonstrating the experience of volunteers: 5 pa

15 case studies demonstrating the impact of volunteer management support on Volunteer Managers and service delivery: 5 pa

Process of continuous improvement so that VC Hounslow is itself an example to its members of a well run volunteer involving organisation:

15 volunteers at any time will be involved; 4 specifically delivering good practice support

Achievement of PQASSO quality accreditation: 4 areas achieved pa, final accreditation Yr 3

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

Good practice support for organisations:

This will ensure that good practice policies and procedures are in place and that those managing volunteers are more competent and confident. In turn, they should attract the right volunteers for their organisation, enhancing their services and benefiting the volunteer.

Increase volunteer roles and opportunities:

Nationally, there is a mismatch of people wanting to volunteer with the opportunities available. Creating more and different opportunities to suit the changing demographic of those wanting to volunteer will improve recruitment, and better meet the needs of organisations, volunteers and the wider community.

Evidencing that work with organisations results in positive volunteering experiences and enhanced service delivery:

We need evidence of impact for funders, for ourselves, but most importantly for promotional work with volunteer involving organisations themselves. This is also part of leading by example - many VCH members struggle with evidencing impact.

Process of continuous improvement/quality accreditation:

We aim to be an example for members and the sector locally, of a well run organisation, which implements best practice in volunteer management, and is in good shape to face the challenges of delivering a quality service to the borough.

Who will benefit?

About your beneficiaries

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

1,500

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

Hounslow (100%)

What age group(s) will benefit?

All ages

What gender will beneficiaries be?

All

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

A range of ethnic groups

If Other ethnic group, please give details:

What proportion of the beneficiaries will be disabled people?

1-10%

Funding required for the project

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

Expenditure heading	Year 1	Year 2	Year 3	Total
Good Practice Officer f/t salary incl 15% oncosts	28,750	29,613	30,498	88,861
Marketing & Brokerage Officer (21 hrs) salary incl 15% oncosts	17,250	17,768	18,299	53,317
Staff training and expenses x 2 workers	2,220	2,287	2,356	6,863
Management fee	5,784	5,951	6,287	18,022
Office costs x 2 workers	4,500	4,635	4,773	13,908
Volunteer expenses x 4 project volunteers	1,650	1,701	1,752	5,103
2 forums for volunteer involving groups	860	869	878	2,607
6 training & development events for volunteer involving groups	2,460	2,485	2,510	7,455
PQASSO accreditation and resources	150	150	1,800	1,200
TOTAL:	63,624	65,459	69,153	198,236

What income has already been raised?

Source	Year 1	Year 2	Year 3	Total
LB Hounslow (core funding)	21,296	21,936	22,593	65,825
TOTAL:	0	0	0	0

What other funders are currently considering the proposal?

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

How much is requested from the Trust?

Expenditure heading	Year 1	Year 2	Year 3	Total
Good Practice Officer f/t salary incl 15% on costs	28,750	29,613	30,498	88,861
Staff training and expenses	1,110	1,143	1,176	3,429
Management fee (10%)	3,848	3,957	4,233	12,038
Office costs	3,500	3,605	3,713	10,818
Volunteer expenses x 4 project volunteers	1,650	1,701	1,752	5,103
2 forums for volunteer involving groups	860	869	878	2,607
6 training & development events for volunteer involving groups	2,460	2,485	2,510	7,455
PQASSO accreditation and resources	150	150	1,800	2,100
TOTAL:	42,328	43,523	46,560	132,411

Finance details

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

Financial year ended:	Month: March	Year: 2013
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Income received from:	£
Voluntary income	152,590
Activities for generating funds	0
Investment income	0
Income from charitable activities	0
Other sources	5,141
Total Income:	157,731

Expenditure:	£
Charitable activities	163,385
Governance costs	1,833
Cost of generating funds	0
Other	0
Total Expenditure:	165,218
Net (deficit)/surplus:	-7,487
Other Recognised Gains/(Losses):	0
Net Movement in Funds:	28,312

Asset position at year end	£
Fixed assets	0
Investments	0
Net current assets	120,338
Long-term liabilities	0
*Total Assets (A):	120,338

Reserves at year end	£
Endowment funds	0
Restricted funds	355
Unrestricted funds	119,983
*Total Reserves (B):	120,338

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

Statutory funding

For your most recent financial year, what % of your income was from statutory sources?
41-50%

Organisational changes

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

No significant changes to staffing/core activities. Moving to improved premises at same address - more visible, adjacent to Community 'hub'.

Trustees:

Laura Watts: Chair (was Vice Chair)

Nick Brieger: Treasurer

Lizzie Saunders: Secretary (was Chair)

Robin Mitra - Treasurer, left 09/13

Laura Watts - Chair, no longer Vice Chair

Alfred Rowntree: left 06/13

Sofia Shakir: left 08/13

Trustee recruitment is planned for January 2014.

Previous funding received

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

	2010 £	2011 £	2012 £
City of London (except City Bridge Trust)	0	0	0
London Local Authorities	58,181	85,000	67,000
London Councils	0	0	0
Health Authorities	0	0	0
Central Government departments	6,510	24,269	0
Other statutory bodies	0	0	0

Previous grants received

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

Name of Funder	2010 £	2011 £	2012 £
Big Lottery	18,859	31,750	0
Big Fund - Collaborating for Change	0	0	73,248
Big Lottery - YP Fund	0	0	6,250
CVS Hounslow	0	2,750	0
Mercers Company	2,500	0	0

Declaration

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

Please confirm: Yes Full Name: **Taz Nagra**

Role within **Director**
Organisation:

**Investing in Londoners
 Good Practice Project
 Budget 2014 -2017**

Total Project Cost	Year 1	Year 2	Year 3	Total
Good Practice Officer f/t salary incl 15% oncosts	28,750	29,613	30,498	88,861
Marketing & Brokerage Officer (21 hrs) salary incl 15% oncosts	17,250	17,768	18,299	53,317
Staff training and expenses x 2 workers	2,220	2,287	2,356	6,863
Management fee	6,304	6,209	6,552	19,065
Office costs x 2 workers	7,000	7,210	7,426	21,636
Volunteer expenses x 4 project volunteers	1,650	1,700	1,752	5,102
2 forums for volunteer involving groups	860	870	878	2,608
6 training & development events for volunteer involving groups	2,460	2,485	2,510	7,455
PQASSO accreditation and resources	150	150	1,800	2,100
Total	66,644	68,292	72,071	207,007
What income has already been raised?				
Please list amounts and main sources				
LB Hounslow (core funding)	21,296	21,936	22,593	65,825
Funding requested				
Expenditure heading:	Year 1	Year 2	Year 3	Total
Good Practice Officer f/t salary inc 15% on costs	28,750	29,613	30,498	88,861
Staff training and expenses	1,110	1,143	1,176	3,429
Management fee	4,198	4,317	4,600	13,115
Office costs	7,000	7,210	7,426	21,636
Volunteer expenses x 4 project volunteers	1,650	1,700	1,752	5,103
2 Forums for VIO's	860	870	878	2,607
6 training & development events for VIO's	2,460	2,485	2,510	7,455
PQASSO accreditation and resources	150	150	1,800	2,100
Total project cost requested	46,178	47,488	50,640	144,306

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Committee(s):	Date(s):
City Bridge Trust	10/05/2014
Subject:	Public
Grant applications recommended for rejection	
Report of:	For Decision
Chief Grants Officer	
Summary	
<p>This report and the accompanying schedule outlines a total of 14 grant applications that, for the reason(s) identified, are recommended for rejection.</p>	
Recommendation	
<p>Members are asked to reject the grant applications detailed in the accompanying schedule.</p>	

Main Report

1. There are a total of 14 applications recommended for rejection at this meeting. They are listed within categories in the accompanying schedule. 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.

Ciaran Rafferty

Principal Grants Officer

T: 020 7332 3186

E: ciaran.rafferty@cityoflondon.gov.uk

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CBT iL Recommended for Rejection (inc reasons) Landscape

The City Bridge Trust Committee - 15 May 2014

Summary of Recommendations for Rejection - Investing in Londoners

Ref & Organisation	Purpose	Reason for Recommendation for Rejection	Amount Requested	Grants Officer & Area
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English for Speakers of Other Languages

12206 League of British Muslims	The Language Factory incorporates a unique combination of formal ESOL learning, drama, music, and community-based learning opportunities that complement each other and reinforce contextual learning.	An overly ambitious and expensive ESOL project. The organisation has a history of late returns to the Charity Commission whilst a grant as requested is likely to exceed 50% of the organisation's total income in 2014.	£170,181	CR Redbridge
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Total English for Speakers of Other Languages (1 item)

£170,181

Improving London's Environment

12155 Sage Community Enterprise	We want to run outdoor learning initiatives and activities for children in Lewisham, to improve their understanding of nature, the environment and biodiversity.	This proposal is not focused strongly enough on environmental education in order to meet your priorities and fails to reassure your officer that there will be an appropriate level of expertise brought to the work.	£76,032	JNM Lewisham
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Total Improving London's Environment (1 item)

£76,032

Ref & Organisation	Purpose	Reason for Recommendation for Rejection	Amount Requested	Grants Officer & Area
12170 Beis Brucha Mother and Baby Home	To provide early intervention and care to vulnerable women at risk of developing post natal depression (PND) within the OJ community in North London.	At the time of assessment (April 2014) the organisation's returns to the Charity Commission were overdue, whilst they were also filed late for the previous year, suggesting poor administration / governance.	£86,661	CR Hackney
12192 Drug and Alcohol Service for London	Salary costs for one worker for two years to provide support, advice and treatment to people from central and eastern european communitis living in London.	The application does not make sufficiently clear how the proposed services fit with the Trust's priorities under the mental health programme. Free reserves held are considerably higher than the policy level.	£77,445	TW Newham
12140 Julian Campbell Foundation	We are seeking staffing for a two-year project to develop and establish a specialist mentoring project in three London Boroughs (Enfield, Waltham Forest and Haringey).	Incomplete application and where the organisation has not supplied the information subsequently requested.	£64,690	CR Enfield
<i>Total Improving Londoners' Mental Health (3 items)</i>			<u>£228,796</u>	

Ref & Organisation	Purpose	Reason for Recommendation for Rejection	Amount Requested	Grants Officer & Area
12186 Camden Music Trust	To support an annual three day "Music is Special" Fair at the Roundhouse celebrating music by and for disabled young people from 8 London boroughs.	Application is for bursary funds and towards the costs of a short-term festival, neither of which you support.	£55,000	CR Camden
12193 National Deaf Children's Society	Supporting deaf children and young people in London to be more included in the activities and services offered by religious organisations in their communities.	The proposal does not meet your specific priorities or intended outcomes. At the end of March 2014 the organisation is estimated to hold free reserves of £11.5m, far in excess of its policy to hold an upper limit of £9.6m.	£107,782	CR Islington
12100 Teddington Rugby Football Club (TRFC)	To provide improved access for people with special needs and disabilities at our new clubhouse in Bushey Park	The applicant has been unable to provide an independent access report which is a requirement of your funding.	£10,341	JXM Richmond
<i>Total Making London More Inclusive (3 items)</i>			<u>£173,123</u>	

Ref & Organisation	Purpose	Reason for Recommendation for Rejection	Amount Requested	Grants Officer & Area
<u>Making London Safer</u>				
12143 Kiran Project	"Survivors2Leaders" will enable young BAMER people [at risk of] domestic violence to be safe, divert from criminality, access support / development and become peer leaders.	This application is insufficiently focused and lacks cohesion between numerous proposed activities. There is inconsistency around how different young people would be supported and monitored. These factors raise concerns as to how the proposed work with vulnerable young people would be managed to the standards needed.	£136,445	JGC Waltham Forest
<i>Total Making London Safer (1 item)</i>			<u>£136,445</u>	
<u>Resettlement and Rehabilitation of Offenders</u>				
12126 Startuponline Ltd	The funding would contribute to Startup's new programme to ex-offenders, both men and women, living in London with specific focus on 'hands-on' experience.	A very poorly presented application which fails to present specific information on the impact of their previous work. Your officer has tried to elicit more information on likely outcomes but this has been vague.	£70,000	JXM Westminster
<i>Total Resettlement and Rehabilitation of Offenders (1 item)</i>			<u>£70,000</u>	

Ref & Organisation	Purpose	Reason for Recommendation for Rejection	Amount Requested	Grants Officer & Area
<u>Strengthening London's Voluntary Sector</u>				
12189 Bradfield Club in Peckham	to help in paying the costs of employing the staff who are essential for delivering the objects ,purposes aims and ambitions of the Club	Application seeks funds for general youth work activities, which falls outside your criteria.	£9,000	CR Southwark
12209 Redbridge Children & Young People's Network (RCYPN)	Enablement of service providers supporting children & young people to build capacity, collaborate, represent them and develop improved, needs led services within a local strategy.	This small organisation is principally a networking forum and cannot demonstrate a significant track record in developing organisational capacity such as would meet your desired outcomes in this area.	£48,862	CR Redbridge
12188 Sported Foundation	To provide capacity building to voluntary and community organisations, in order to achieve improved outcomes for young people through better quality Sport for Development projects.	Sported is itself a grant-making organisation, with free cash reserves of just under £6m and as such, cannot be seen as a priority for Trust funding. It has ample capacity to fund this work itself, should it so desire.	£158,103	CR Westminster
12185 The Centre for Innovation in Voluntary Action (CIVA)	Bigger Boat: a project to develop, pilot and roll out efficient and effective psychological health services to social exclusion focused charities and social enterprises.	The proposal is essentially to support a pilot project to demonstrate the potential value of applying the business model of psychological health to charities. As such it is, at this stage, too far removed from being certain of delivering your intended outcomes.	£110,952	CR Islington
<i>Total Strengthening London's Voluntary Sector (4 items)</i>			<u>£326,917</u>	

**Ref &
Organisation**

Purpose

**Reason for
Recommendation for Rejection**

**Amount Requested Grants Officer
& Area**

Grand Totals (14 items)

£1,181,494

Agenda Item 14b

Committee:	Date(s):	Item no.
The City Bridge Trust	15 th May 2014	
Subject:	Public	
Grants/expenditure considered under Delegated Authority		
Report of:	For Information	
Chief Grants Officer		
<u>Summary</u>		
<p>This Report draws your attention to 6 expenditure items which, since your last meeting, have been approved under delegated authority.</p> <p>Three of these items are as grants and one a Strategic Initiative. The two remaining are for the costs of Eco-audits, where no monies are paid to recipient organisations, rather the funds approved are used by the Trust to commission and appoint qualified professionals to undertake individual audits for the named charities.</p> <p>The total amount of expenditure and number of items approved under delegated authority this financial year (inclusive of those below) are shown in Table 1.</p>		
Recommendation		
That you receive this report and note its contents		

Organisation

Amount and Purpose of Grant

Grants

Aspire

£1,800 for the costs of commissioning and independent Walk and Talk audit and design appraisal to inform and ensure best practice on access issues.

Tax Volunteers

£2,850 for one year towards Tax Volunteers for home visits to Londoners aged over 75 years.

Tricycle Theatre Company

£5,000 for the costs of commissioning an independent design appraisal to inform and ensure best practice on access issues.

Strategic Initiative

Human Trafficking Foundation £22,500 to fund a feasibility study into establishing a pilot to deliver improved after-care/support for survivors of Modern Day Slavery.

Eco-audits

St Edward's Church and Development Project £2,000 (£400 x 5 days) for the provision of an eco-audit.

St Matthew's Church Surbiton £2,000 (£400 x 5 days) for the provision of an eco-audit.

Table 1

Summary of delegated authority spend for the financial year to date

Applications at Committee	Delegated authority < £5k including eco-audits		Delegated authority < £25k	
	£	Number	£	Number
April 2014	14,900	4	17,000	1
May 2014	13,650	5	22,500	1
Total for year to date	28,550	9	39,500	2

Recommendation

That you receive this report and note its contents.

Contact:

Ciaran Rafferty, Principal Grants Officer

Tel: 020 7332 3186

Date report written: 02/05/2014

Agenda Item 14c

Committee: The City Bridge Trust	Date(s): 15 th May 2014	Item no.
Subject: Withdrawn & Lapsed Applications	Public	
Report of: Chief Grants Officer	For Information	
<u>Summary</u> This Report draws your attention to one application which has been subsequently withdrawn by the applicant. Recommendation That you receive this report and note its contents		

Withdrawn Applications:

Organisation

Age UK Brent

Purpose of Request

“To encourage healthy living amongst older people aged 65 and over through delivering activities including: health advice; physical activities; exercise classes; and arts and crafts”.

As this application insufficiently met your priorities the organisation has withdrawn it in order to submit a more focused proposal.

Total Withdrawn Applications: 1

Total Lapsed Applications: 0

Contact:

Ciaran Rafferty, Principal Grants Officer

Tel: 020 7332 3186

Date report written: 01/05/14

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Committee(s):	Date(s):
City Bridge Trust	15/05/2014
Subject:	Public
Variations to Grants previously awarded	
Report of:	For Information
Chief Grants Officer	
Summary	
<p>This report advises Members of variations to 4 grants agreed by the Chief Grants Officer since your last meeting.</p>	
Recommendation	
<p>That Members receive this report and note its contents.</p>	

Main Report

Since your last meeting variations to the grants as outlined below have been agreed by the Chief Grants Officer, in line with the revised delegated procedure for the amendment of grants as agreed by your Committee in October 2004.

Merton MIND

In May 2008 £120,000 over three years was awarded towards the salary and running costs of a Co-ordinator of a project working with older people. The project got off to a slow start and never fully achieved the desired momentum in year 2 with the result that the third year's tranche (£40,000) was revoked in March 2013. The organisation has recently decided to close down and on closing its books discovered that there was a sum of £6,500 unspent from the year 2 instalment – which has now been returned to the Trust.

Indian Cultural Society Drop In Day Centre

In February 2012 you awarded £10,000 for a third and final year's support of the general services for older people. Although the grant was formally accepted at the time it was never drawn down – despite several communications from your officers. Recently it was discovered that the organisation had undergone some internal difficulties in 2012/2013, from which it is only now starting to emerge. Given the timespan and the context it is no longer appropriate to release the grant hence the full amount has been revoked.

Fuel Theatre Ltd

£64,100 over three years was approved in November 2010 for a project to develop disabled people's access to innovative theatre projects in London. Although monitoring throughout has been satisfactory the organisation has been unable to

spend the full amount in each of the three years. Whilst some carry-over of funds was approved in years 1 and 2 there was an unspent balance of £9,493 at the end of year 3. The organisation requested that these funds be used in an extended period but only £700 could be seen as within the scope of the original grant hence the balance of £8,793 has been written back.

KIDS

In May 2009 a grant of £130,000 (£45k; £45k, £40k) was awarded for a project enabling young disabled people to support their peers. The project encountered some structural variations and underspends on the grant along the way with the result that funds totalling £3,429 were due to be repaid to the Trust after completion in November 2013. These funds have now been received and written back.

Ciaran Rafferty

Principal Grants Officer

T: 020 7332 3186

E: ciaran.rafferty@cityoflondon.gov.uk

Committee(s):	Date(s):	Item no.
The City Bridge Trust	15 th May 2014	
Subject: Reports on Monitoring Visits		Public
Report of: Chief Grants Officer		For Information
<p><u>Summary</u></p> <p>You receive two sample monitoring visit reports at each of your meetings. These are in addition to the 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 2013 meeting whilst a statistical monitoring report looking at trends in your grant-making was presented to your November 2013 meeting.</p> <p>Reports to this Committee are from visits to the Nehemiah Project and Attend, both awarded grants under your Positive Transitions to Independent Living programme.</p> <p>You support Nehemiah's work with ex-offenders. This is a residential programme helping clients to address the underlying reasons for their offending history. The visit involved the opportunity to meet several residents.</p> <p>Your grant to Attend supports their work with people who have a newly acquired brain injury. This highly-regarded charity helps its clients to build practical skills that enable them to live more independent lives, and to improve their employment prospects. Mrs Littlechild took part in the visit to Attend.</p> <p style="text-align: center;"><u>Recommendation</u></p> <p style="text-align: center;">That Members receive this report and note its contents.</p>		

Contact:

Tim Wilson

Tel: 020 7332 3716

Email: tim.wilson@cityoflondon.gov.uk

Date report written: 01/05/2014

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City Bridge Trust – Monitoring Visit Report

Organisation: Nehemiah Project	Grant ref: 10505	Programme area: Positive Transitions to Independent Living(f) Resettlement of ex-offenders leaving custody
Amount, date and purpose of grant: 19/05/2011: A grant of £75,000 over three years (3 x £25,000) towards the salary costs of a full-time Supported Housing Worker.		
Visiting Grants Officer: Tim Wilson		Date of meeting: 5 February 2014
Met with: John Patience (Chief Executive), Olivia Kilbee (Fundraising Manager), Elekwa Onwuchekwa (Supported Housing Officer) and various residents. The post-holder funded by the Trust (Barbara Holder) was on sick-leave at time of the visit.		
<p>1. Introduction to the organisation: Nehemiah supports men who have a history of offending, helping them to understand, address and break free from the root causes of their harmful behaviours. Established in 1996, it runs from two residential properties in South London, providing a structured programme that helps men make the transition to independent living. Through a series of group and individual meetings each client examines the reasons why they offend, and receives support to move towards new patterns of behaviour.</p> <p>Nehemiah describes the work as a “tough love programme”. It only works with clients who are willing to change and who pass the organisation’s risk assessment. Men are asked to leave the programme if they do not adhere to an agreed code of conduct.</p>		
<p>2. The project funded: Following a successful pilot programme in 2010, where Nehemiah tested the viability of supporting its service through a combination of grant funding and housing benefit from residents, the charity applied to City Bridge Trust for a grant in 2011.</p> <p>Prospective residents attend interview, and are only accepted if they have already stopped drinking and / or using drugs. They pay their housing benefit to Nehemiah to cover the costs of their stay, whilst keeping any job seeker benefit or wages for themselves.</p> <p>Nehemiah sought funding towards the salary costs of a Supported Housing Worker. This post-holder works closely with residents, monitoring their progress and supporting them to achieve their goals. This is a key role within the charity, helping ensure that the organisation can deliver its intensive programme called “A New Future”.</p>		
<p>3. Work delivered to date: During the first year Nehemiah’s Supported Housing Worker supported 18 men who were resident in the charity’s Streatham property. The house has eight bed spaces and men stay for 12 weeks before moving on to the charity’s Clapham property. The Streatham house is the first residential environment for men entering the Nehemiah programme. 80% of clients come straight from prison through the probation services.</p>		

During the second year 26 men were resident in Streatham, 16 of whom completed the programme. Unfortunately, the first year's monitoring report did not record how many men completed the three month programme, but during the visit the charity reported that they have reviewed and improved the schedule of activities to make these more engaging for the participants, suggesting that they have been seeking to improve completion rates.

The programme, called "A New Future" runs on a rolling basis with new residents joining the activities throughout the year. New residents are allowed to observe activities to begin with, to help them gauge whether the programme is right for them. If it is, then mornings are dedicated to time spent looking at behaviour and resettlement issues such as housing, money management and family relationships. The morning workshops are intended to help the men live together more harmoniously, and to provide each other with support. Afternoon sessions are personalised depending on the needs of the individual resident. There is frequent drug and alcohol testing to ensure that clients abide by the rules of the programme.

4. Difference made:

Including the pilot year, Nehemiah has worked with 75 men, 37 of whom have completed the full three-month programme. 25 men went on to employment, 5 to further training and 9 to voluntary work. None of the men re-offended during their time with Nehemiah, and all stayed substance free. All men moved on to safe and secure accommodation following their time at the programme.

Nehemiah tries to remain in contact with men after they complete the programme but this is not always straightforward as some seek to 'erase' anything that connects them to their offending past. Of the 37 'graduates', the charity is still in contact with 16 men, two of whom reoffended within two years of completing the programme and one of whom re-commenced abusing substances.

During the visit I had the opportunity to discuss Nehemiah's work with two residents Brian (55) has a long history of offending but spoke very positively both about his commitment to change, and the value of Nehemiah's programme for him at a time in his life when he was starting to fear the future. Ben (27) has also spent time in prison, and is battling alcoholism. He is now working towards establishing his own business and again spoke appreciatively of the support the charity has given him.

5. Grants Administration:

The charity has submitted two monitoring reports on the grant - the first judged 'satisfactory' and the second 'good'. The most recent report was received on 6 September 2013 and included clear beneficiary data, case examples and client testimonies. Accounts identify the City Bridge Trust grant as required by the conditions of funding.

6. Concluding comments:

Nehemiah's support programme is under constant review and the charity continues to look for ways to improve the outcomes of its work. The charity has developed more rigorous assessments to gauge prospective residents and Nehemiah has also appointed two full-time caretakers to strengthen the residential community. Since City Bridge Trust funding was awarded the charity has been successful in raising funds from several other grant-makers, and its website now includes positive testimonies from a number of supporters including the local MP.

City Bridge Trust – Monitoring Visit Report

Organisation: Attend	Grant ref: 10489	Programme area: Positive Transitions to Independent Living - Newly acquired disability
Amount, date and purpose of grant: 17/03/2011: £120,000 over three years (£39,000; £40,000; £41,000) to help people with acquired brain injury move into employment, education and volunteering, subject to sight of a satisfactory budget for 2011-12		
Visiting Grants Officer: Jemma Grieve Combes accompanied by Mrs. Littlechild	Date of meeting: 26 th February 2014	
Met with: David Wood (CEO); Anthony Mercier (Project Officer from 1 st Sept 2013)		
1. Introduction to the organisation: Attend is a national charity which supports and expands the roles volunteers play in connection with health. It began in 1949 as the National League of Friends, creating a volunteer scheme for volunteers in hospitals. It still functions as the umbrella body for 700 Hospital Friends groups nationwide, but it has expanded into other direct projects around healthy options for hospital food retailers, supporting stroke victims, and accredited training in volunteer management.		
2. The project funded: Your grant supported an emerging project to help those with Acquired Brain Injury (ABI). ABI is the largest cause of acquired disability in the UK working age population. Research by the charity Headway has established that up to 10,000 Londoners per year acquire some form of brain injury. These people undergo medical rehabilitation, but are then faced with making the transition to independent living alone. The Attend ABI service offers specialist services to help people manage the cognitive, behavioural and emotional effects of brain injury to help them enter and/or sustain employment, education or training. Alongside work placements, job coaching and ongoing support, volunteering is used as an integral part of the programme build new skills and self-confidence. The project started in April 2011.		
3. Work delivered to date: In year 2 of the grant 80 clients took part in the employment programme and the organisation reports that numbers have been at a similar level in year 3. Following initial assessment, each client is assigned a job coach to understand their goals; identify realistic employment options; develop their CV; and build up interview skills. They are also assigned a separate mentor who will be their main point of contact; help them resolve any issues; liaise with family, friends and outside agencies; and monitor progress. Clients attend job coaching and formal taught sessions which run over 3 days each week at Attend's offices in central London. Sessions start at 9am to help clients get used to travelling in rush hour traffic. Within the first few weeks Attend aims to set up a volunteering placement for each client. Once a month clients have the opportunity to take part in a mock interview. Attend works with companies including BT, John Lewis and Barclays who volunteer their time and space to provide these. The companies run the interviews in line with their usual practices to make them as realistic as possible. Alongside the employment programme Attend has developed the Friends of Attend ABI user group. This runs a range of social and learning activities which have included 6-week courses in Disability Law, cake decorating, Arts into Life (with Tate Modern) and story-telling. They also include regular film nights and discussion sessions. An enterprising student volunteer has		

successfully organised a group visit to Madame Tussauds.

4. Difference made:

In the year 2 monitoring form the organisation reported that of the 80 clients taking part in the employment programme 68 had progressed into work, education or volunteering. Feedback showed that 85% of clients had an increased understanding of what employers are looking for; 78% had increased confidence in their abilities and skills; and 70% identified that they had now set realistic career and life goals.

On the day of the visit one of the taught sessions was taking place. This session was focused on giving feedback on mock interviews that had taken place the day before. Clients were able to watch video recordings of their own interviews which they reflected on as a group. The benefits of this were that others in the group were much more likely to pull out positive elements of the interview. The project officer delivering the session was clearly confident in their delivery and passionate about working with the variety of clients in the group.

We were able to speak to several of the clients who talked very candidly about their Acquired Brain Injury and the impact it had on them. They clearly valued the support provided by Attend ABI and were focused on their tasks. We were fortunate to be there on a day that one of the clients who, despite several setbacks, had persevered and just been offered the job they wanted. They said they couldn't stop smiling!

5. Grants Administration:

Monitoring reports have been received for the first 2 years of the grant and the final report is due shortly (31st March 2014). The postholder was delivering a session on the day of the visit and we were able to meet him during a break. City Bridge Trust's grant is acknowledged as a restricted fund within the organisation's accounts.

6. Concluding comments:

This is a valuable project that clearly has a profound impact on the clients it works with. Staff and volunteers were knowledgeable and dedicated to working with the wide range of clients. The project has grown considerably since City Bridge Trust first funded the project having securing funding from BIG for Volunteering Solutions for People with Acquired Brain Injury and Access to Work (ATW) from the Department of Work and Pensions. In addition the user led FAABI network has proved so popular that it has now registered as an independent charity in its own right.

Agenda Item 18

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

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Agenda Item 19

By virtue of paragraph(s) 1, 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

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