

The City Bridge Trust

Investing In Londoners: Application for a grant



About your organisation

| | |
|--|--|
| Name of your organisation: Croydon BME Forum | |
| If your organisation is part of a larger organisation, what is its name? n/a | |
| In which London Borough is your organisation based? Croydon | |
| Contact person: Mr Andrew Brown | Position: CEO |
| Website: http://www.cbmeforum.org | |
| Legal status of organisation: Charitable company | Charity, Charitable Incorporated Company or company number: 1108843 |
| When was your organisation established? 16/12/2003 | |

Grant Request

| |
|--|
| Under which of City Bridge Trust's programmes are you applying? Strengthening London's Voluntary Sector |
| Which of the programme outcome(s) does your application aim to achieve? More organisations with improved capabilities in monitoring, evaluation and impact reporting More equalities organisations with enhanced voice, advocacy and representation skills |
| Please describe the purpose of your funding request in one sentence. To employ a Capacity Building Officer (CBO) to oversee capacity building, leadership training, promotion of community cohesion and community engagement for Croydon's BAME community organisations. |
| When will the funding be required? 01/10/2018 |
| How much funding are you requesting? Year 1: £39,577 Year 2: £40,244 Year 3: £0 Total: £79,821 |

Aims of your organisation:

Croydon BME Forum's (CBF's) objects as recorded on the Charity Commission website are:-

To promote the benefit of the inhabitants of the London Borough of Croydon, in particular but not by way of limitation persons from minority ethnic communities, by associating community groups, voluntary and national organisations and local authorities in a common effort to:

- i. Relieve poverty hardship and distress
- ii. Advance education
- iii. Preserve and protect good health

by such exclusively charitable means as the trustees shall from time to time determine.

Company No: 4996963

Charity No: 1108843

Main activities of your organisation:

CBF's main activities fall into three categories:-

BUILDING SECTOR CAPACITY: We provide over 150 BME VCSOs with support such as one-to-one advice; Good Practice Guides; networking; partnership development; training and consultancy; and practical support for those wishing to establish a community group. We also broker support from the public and private sectors to build cross-sector collaboration.

STRENGTHENING CROYDON'S BME COMMUNITIES: We coordinate BME communities' engagement in all aspects of Croydon life, so as to give them a unified voice; hold five Summits and a number of smaller events each year, focused on issues of concern to BME communities such as mental health, employment, or crime. We facilitate networking and joint-working among BME communities to develop best practice and improve the sector's access to funding.

PROMOTING EQUALITY AND COMMUNITY COHESION through raising awareness of issues such as mental health, well-being, diabetes and prostate cancer; encouraging good race relations, community cohesion and equality of opportunity; and researching inequalities in the borough.

Number of staff

| Full-time: | Part-time: | Management committee members: | Active volunteers: |
|------------|------------|-------------------------------|--------------------|
| 4 | 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? |
| Leased | New 10 year lease |

Summary of grant request

PROJECT AIM: To build the capacity of Croydon's BME community organisations, strengthen community engagement; and promote community cohesion by employing a Capacity Building Officer (CBO) for 2 years.

PROJECT NEED: Three factors

Unequal Deprivation: BME communities make up more than 70% of the population in the nine most deprived wards in Croydon. Many BME residents suffer multiple deprivation, in terms of health, education, economic prospects, crime and community safety. This is creating a north-south divide in the borough.

Funding Cuts. Since 2010 UK local authorities have suffered a 28.6% real-terms funding reduction. This has had a disproportionate effect on voluntary sector organisations: the BME sector in Croydon is significantly less resourced than in other boroughs as a result.

Short-termism. Many VCSOs lurch from one short-term initiative to another due to the nature of local funding. Our member organisations tell us that to become sustainable they need ongoing support, particularly around fundraising, consortium working, commissioning, external funding and business planning.

PROPOSED ACTIVITIES: the CBO will coordinate the following services:

Individual Capacity Building Programmes for up to 12 local BME community groups;

8x Capacity Building Workshops/Information Sessions (one every three months);

Telephone Hotline/Open Door policy providing one-to-one Advice;

Support with developing partnerships, collaboration and cross-borough working;

Networking opportunities;

8x Leadership Training Seminars (one every three months);

8x Community Cohesion workshops (one every three months);

4x Thematic Working Groups (TWGs) addressing underlying issues within the community: Education; Employment, Business and Enterprise; Health and Wellbeing; and Community Safety;

4x Topical Summits per year, hosted by the TWGs;

Coordinating engagement between BME communities and statutory organisations.

WHY US? CBF is ideally suited to deliver this programme because

We have been successfully working with BME communities at grassroots level for 15 years;

We have greater reach into Croydon's BME communities than any other organisation.

Among our 150 members are 45 Caribbean groups, 40 African groups, and 50 Asian groups;

We are committed to advancing partnership working between the BME voluntary sector, the public sector and the private sector; and are very experienced in overcoming the challenges that working in partnership produces;

We specialise in advancing equalities, with a particular focus on race;

We are committed to promoting volunteering;

We have an extensive track record of supporting Croydon's BME voluntary sector, bringing additional resources into the borough, and delivering capacity building interventions for community groups, and are seen nationally as an example of good practice and innovation in delivery;

BME community organisations have told us they are 100% behind this proposal: e.g., "If it

Continues overleaf

Continued from previous

meant there was training available that could allow organisations to provide evidence for the benefits of the work we do, that would be great.?

MEETING THE PROGRAMME OUTCOMES: Our proposal meet two of the four programme outcomes for CBT's 'Strengthening London's Voluntary Sector' programme:
Enhanced Voice through TWGs, Topical Summits, Coordination of Community Engagement;
Better Monitoring & Evaluation: most participating organisations will gain from support to develop better monitoring and evaluation of their activities, as this is an area where they tend to be weak;

MEETING THE PRINCIPLES OF GOOD PRACTICE: Our proposal meets all four of the Principles of Good Practice for this programme:-
Tracking the Benefit of our Services through organisational Needs Assessment at the beginning and end of each organisation's involvement; Participant Feedback forms; Annual Survey of members;
Using Feedback to Improve: Analysis of participant feedback feeds into our annual self-assessment/quality improvement cycle;
Improving Access by targeting services at smaller organisations, non-members organisations and individuals seeking to establish new community groups;
Sharing Best Practice through Topical Summits, liaison with statutory organisations and voluntary sector networks in the borough.

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

Do you have a Vulnerable Adults policy? **Yes**

What Quality Marks does your organisation currently hold?

None

Outputs and outcomes

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

Individual Capacity Building Support for up to 12 BAME groups, comprising Needs Assessment leading to development of a Capacity Building Action Plan

8x Capacity Building Workshops/Information Sessions

One-to-one Advice

Support with developing partnerships, collaboration and cross-borough working

Networking Opportunities

Capacity Building Portfolio detailing support received/work done.

8x Leadership Training Seminars to that broaden the leadership of BAME communities by encouraging individuals to represent thematic groups and providing one-to-one support for representatives.

8x Community Cohesion workshops on how different communities can work together to promote community cohesion.

Thematic Working Groups (TWGs) and Topical Summits. Four TWGs will meet quarterly to address the following issues within the community: Education; Employment, Business and Enterprise; Health and Wellbeing; and Community Safety. The TWGs will also host 12x bimonthly Topical Summits addressing topics relevant to their particular theme.

Coordinating engagement between BAME communities and the statutory sector by working with statutory organisations on how they approach and respond to BAME communities

providing access points to particular communities

organising events, such as the Topical Summits, that enable consultation of many communities

Helping to coordinate Black History Month in Croydon

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.

Capacity Building Support: Croydon BAME organisations have increased capacity to deliver their services more effectively.

Leadership Training: Croydon BAME organisations gain improved leadership, management and monitoring skills.

Community Cohesion Workshops:

A more cohesive Croydon

Croydon statutory, private and voluntary sector organisations are better informed and more able to challenge myths about different communities

Croydon BAME organisations are better informed and able to be more strategic in their approach to tackling the problems facing their service users

Thematic Working Groups/Topical Summits:

Croydon BAME organisations and residents have greater awareness and knowledge of issues around the four strategic themes.

Croydon BAME organisations enjoy greater participation on strategic issues in the borough.

Croydon BAME residents are better engaged and feel more able to contribute to life in the borough.

Coordination of Community Engagement: Greater partnership between BAME voluntary sector organisations and generalist voluntary sector providers, statutory providers and the private sector

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

As one of the leading BAME infrastructure organisations in the UK, CBF is uniquely placed to attract external funding to ensure our proposed activities continue after this project. Every year we secure at least double the Croydon Council funding from sources such as the Big Lottery Fund, who are keen to see more funding go to BAME groups in future.

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?

Croydon (100%)

What age group(s) will benefit?

16-24

25-44

45-64

What gender will beneficiaries be?

All

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

Mixed / Multiple ethnic groups

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

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

If Other ethnic group, please give details:

What proportion of the beneficiaries will be disabled people?

1-10%

Funding required for the project

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

| Expenditure heading | Year 1 | Year 2 | Year 3 | Total |
|-------------------------|---------------|---------------|----------|---------------|
| Staff Costs | 25,287 | 25,914 | 0 | 51,201 |
| Volunteer Costs | 5,200 | 5,200 | 0 | 10,400 |
| Workshop Costs | 4,850 | 4,850 | 0 | 9,700 |
| Advertising & Promotion | 1,000 | 1,000 | 0 | 2,000 |
| Evaluation | 1,000 | 1,000 | 0 | 2,000 |
| Overheads | 2,240 | 2,280 | 0 | 4,520 |
| | 0 | 0 | 0 | 0 |
| | 0 | 0 | 0 | 0 |
| | 0 | 0 | 0 | 0 |
| TOTAL: | 39,577 | 40,244 | 0 | 79,821 |

What income has already been raised?

| Source | Year 1 | Year 2 | Year 3 | Total |
|---------------|----------|----------|----------|----------|
| None | 0 | 0 | 0 | 0 |
| | 0 | 0 | 0 | 0 |
| | 0 | 0 | 0 | 0 |
| | 0 | 0 | 0 | 0 |
| TOTAL: | 0 | 0 | 0 | 0 |

What other funders are currently considering the proposal?

| Source | Year 1 | Year 2 | Year 3 | Total |
|---------------|----------|----------|----------|----------|
| None | 0 | 0 | 0 | 0 |
| | 0 | 0 | 0 | 0 |
| | 0 | 0 | 0 | 0 |
| | 0 | 0 | 0 | 0 |
| TOTAL: | 0 | 0 | 0 | 0 |

How much is requested from the Trust?

| Expenditure heading | Year 1 | Year 2 | Year 3 | Total |
|-------------------------|---------------|---------------|----------|---------------|
| Staff Costs | 25,287 | 25,914 | 0 | 51,201 |
| Volunteer Costs | 5,200 | 5,200 | 0 | 10,400 |
| Workshop Costs | 4,850 | 4,850 | 0 | 9,700 |
| Advertising & Promotion | 1,000 | 1,000 | 0 | 2,000 |
| Evaluation | 1,000 | 1,000 | 0 | 2,000 |
| Overheads | 2,240 | 2,280 | 0 | 4,520 |
| | | | | |
| TOTAL: | 39,577 | 40,244 | 0 | 79,821 |

Finance details

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

| | | |
|-----------------------|------------------------|----------------------|
| Financial year ended: | Month: March | Year: 2017 |
|-----------------------|------------------------|----------------------|

| Income received from: | £ |
|-----------------------------------|----------------|
| Voluntary Income | 0 |
| Activities for generating funds | 0 |
| Investment Income | |
| Income from charitable activities | 161,563 |
| Other sources | 0 |
| Total Income: | 161,580 |

| Expenditure: | £ |
|---|----------------|
| Charitable activities | 513 |
| Governance costs | 29,668 |
| Cost of generating funds | 114,093 |
| Other | 0 |
| Total Expenditure: | 144,291 |
| Net (deficit)/surplus: | 17,289 |
| Other Recognised Gains/(Losses): | 0 |
| Net Movement in Funds: | 17,289 |

| Asset position at year end | £ |
|----------------------------|----------------|
| Fixed assets | 6,172 |
| Investments | 0 |
| Net current assets | 164,191 |
| Long-term liabilities | 0 |
| *Total Assets (A): | 170,363 |

| Reserves at year end | £ |
|-----------------------------|----------------|
| Restricted funds | 0 |
| Endowment Funds | 0 |
| Unrestricted funds | 170,363 |
| *Total Reserves (B): | 170,363 |

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

Statutory funding

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

Organisational changes

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

None

Previous funding received

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

| | Year 3 £ | Year 2 £ | Most recent £ |
|---|---------------------|---------------------|--------------------------|
| City of London (except City Bridge Trust) | 0 | 0 | 0 |
| London Local Authorities | 72,000 | 72,000 | 72,000 |
| London Councils | 0 | 0 | 0 |
| Health Authorities | 77,801 | 80,601 | 77,801 |
| Central Government departments | 0 | 10,800 | 0 |
| Other statutory bodies | 0 | 3,060 | 35,617 |

Previous grants received

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

| Name of Funder | Year 3 £ | Year 2 £ | Most recent £ |
|-----------------------|---------------------|---------------------|--------------------------|
| 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: **Andrew Brown**

Role within
Organisation: **CEO**