

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

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

Background

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

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

Funding History

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

Current Application

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

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

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

Financial Observations

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

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

Officer's Appraisal

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

Recommendation

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



The City Bridge Trust

Charity Registration Number: 1035628

Working with Londoners: Application for a grant

Please read the guidance notes before completing this form

Reference:
(office use only)

11377

Date Received:

13/09/2012

Programme
Area:

01

1. About your organisation

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

2. Request for funds

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

3. Aims of your organisation

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

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

4. Main activities of your organisation

Our Programmes:

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

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

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

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

5. Number of staff

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

6. How do you support your volunteers?

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

7. Property occupied by your organisation

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

8. Finance

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

Financial year ended -

Month: **March**

Year: **2012**

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

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

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

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

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

9. Statutory funding

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

10. Material changes

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

none

11. Previous applications to the Trust

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

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

12. Previous funding received

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

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

13. Previous grants received

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

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

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

STAFF

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

BUILDING

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

PROGRAMME PARTICIPANTS

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

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

15. Purpose

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

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

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

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

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

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

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

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

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

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

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

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

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

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

17. Beneficiaries

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

18. Funding required for the project

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

(List main expenditure headings and amounts)

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

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

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

What other funders are currently considering the proposal?

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

19. Funding requested from the Trust

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

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

20. Funding requested from the Trust (continued)

When will the funding be required?

14/01/2013

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

If so, how will it be resourced?

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

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

Declaration on behalf of applicant organisation

I, ANDY SELLINS (your name)

am an authorised representative of

CRICKET FOR CHANGE (your organisation)

within which I am CEO (your position)

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

Signature Andy Sellins Date 14-SEP-12

Return the completed form to: The City Bridge Trust

City of London
PO Box 270
Guildhall
London EC2P 2EJ

Please

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

ASSESSMENT CATEGORY - Accessible London

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

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

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

Background

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

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

Funding History

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

Current Application

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

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

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

Financial Observations

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

Officer's Appraisal

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

Recommendation

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



The City Bridge Trust

Charity Registration Number: 1035628

Working with Londoners: Application for a grant

Please read the guidance notes before completing this form

Reference:
(office use only)

11398

Date Received:

27/09/12

Programme
Area:

1

1. About your organisation

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

2. Request for funds

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

3. Aims of your organisation

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

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

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

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

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

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

4. Main activities of your organisation

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

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

5. Number of staff

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

6. How do you support your volunteers?

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

7. Property occupied by your organisation

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

8. Finance

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

Financial year ended -

Month: **March**

Year: **2012**

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

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

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

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

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

9. Statutory funding

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

10. Material changes

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

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

11. Previous applications to the Trust

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

12. Previous funding received

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

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

13. Previous grants received

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

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

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

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

15. Purpose

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

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

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

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

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

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

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

17. Beneficiaries

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

18. Funding required for the project

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

(List main expenditure headings and amounts)

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

What income has already been raised?

(List amounts and main sources)

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

What other funders are currently considering the proposal?

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

19. Funding requested from the Trust


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

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

20. Funding requested from the Trust (continued)

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

Declaration on behalf of applicant organisation

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

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

Please

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

ASSESSMENT CATEGORY - Bridging Communities

Hackney Quest

Ref: 11382

Amount requested: £176,163

Adv: Ciaran Rafferty

Base: Hackney

Benefit: Hackney

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

Background

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

Funding History

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

Current Application

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

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

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

Financial Observations

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

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

Officer's Appraisal

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

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

Recommendation

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



The City Bridge Trust

Charity Registration Number: 1035628

Working with Londoners: Application for a grant

Please read the guidance notes before completing this form

Reference:
(office use only)

11382

Date Received:

13 Sep 12

Programme
Area:

2

1. About your organisation

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

2. Request for funds

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

3. Aims of your organisation

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

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

4. Main activities of your organisation

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

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

5. Number of staff

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

6. How do you support your volunteers?

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

7. Property occupied by your organisation

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

8. Finance

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

Financial year ended -

Month: **August**

Year: **2011**

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

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

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

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

Carroll Nov 11

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

9. Statutory funding

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

10. Material changes

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

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

11. Previous applications to the Trust

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

CE - Rollover
Nov 12.

12. Previous funding received

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

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

13. Previous grants received

Grants received by your organisation from charitable trusts and foundations (other than the City Bridge Trust) during the last TWO years. List source, years and annual amounts:		
	Year: 2010	Year: 2011
LloydsTSB	10,000	10,000
Hackney Parochial Charities	12,500	4,550
Jack Petchey	2,000	7,050
South Hackney Parochial Charties	25,000	17,000
Mercers Company	10,000	-
smaller grants	55,220	46,007

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

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

15. Purpose

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

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

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

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

Objectives, Outcomes and Outputs

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

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

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

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

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

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

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

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

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

17. Beneficiaries

How many people will benefit from the grant per year? 200+			
In which local authority is your organisation based? Hackney			
Which borough(s) of Greater London will benefit from this grant? (if more than one, please give % for each) Hackney			
At what address will the activity be located? 1 Poole Road, London, E9 7AE			
What age group will benefit? 8-18 year old young people and adults of all ages			
What will the ethnic grouping(s) of the beneficiaries be?			
	%		%
White - British	11	Black - Caribbean	48
White - Irish		Black - African	11
White - Other (please describe) Turkish	4	Black - Other (please describe)	
Asian - Indian	3	Black - British	12
Asian - Pakistani	1	Chinese	
Asian - Bangladeshi	7		
Asian - Other (please describe)		Other (please describe) Mixed Race	15
Open to everyone			yes
What proportion of the beneficiaries will be disabled people?			

18. Funding required for the project

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

(List main expenditure headings and amounts)

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

What income has already been raised?

(List amounts and main sources)

177,163

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

C. Kelly
Nov 12

What other funders are currently considering the proposal?

The London Borough of Hackney

19. Funding requested from the Trust

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

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

20. Funding requested from the Trust (continued)

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

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

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

Declaration on behalf of applicant organisation

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


am an authorised representative of

Hackney Quest (your organisation)

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

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

Signature



Date

10/9/2012

Return the completed form to: The City Bridge Trust

City of London

PO Box 270

Guildhall

London EC2P 2EJ

Please

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- **do use the correct postage** – the completed form and additional materials are likely to exceed 100g in weight

ASSESSMENT CATEGORY - Bridging Communities

Age UK London

Ref: 11460

Amount requested: £61,968

Adv: Jenny Field

Base: Southwark

Benefit: London-wide

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

Background

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

Funding History

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

Current Application

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

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

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

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

Financial Observations

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

Officer's Appraisal

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

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

Recommendation

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



The City Bridge Trust

Charity Registration Number: 1035628

Working with Londoners: Application for a grant

Please read the guidance notes before completing this form

Reference:
(office use only)

11460

Date Received:

30/10/2012

Programme
Area:

02

1. About your organisation

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

2. Request for funds

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

3. Aims of your organisation

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

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

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

4. Main activities of your organisation

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

Age UK London addresses the needs of older people through:

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

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

5. Number of staff

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

6. How do you support your volunteers?

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

7. Property occupied by your organisation

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

8. Finance

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

Financial year ended - **Month: March**

Year: 2012

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

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

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

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

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

9. Statutory funding

J.F 12/12/12

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

10. Material changes

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

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

11. Previous applications to the Trust

Have you applied to the Trust before? If so, please give details:							
Month/Year:	08/08	Ref:	8245	Grant received:	£120,000	OR application rejected?	No
Month/Year:	07/04	Ref:	4381	Grant received:	£150,000	OR application rejected?	No
Month/Year:		Ref:		Grant received:		OR application rejected?	

12. Previous funding received

Funding received by your organisation from the following sources during the last THREE years: (i) City of London (other than the City Bridge Trust) (ii) London boroughs (iii) London Councils (formerly ALG) (iv) Health authorities (v) Central government departments (vi) Other statutory bodies (e.g. Housing Corporation, Arts Council) - List source, years and annual amounts:				
		Year: 2009	Year: 2010	Year: 2011
(i)	None			
(ii)				
(iii)	Policy and Voice	134,167	230,000	230,000
	Information and Advice	65,000	156,000	156,000
(iv)	Health and Social Care		58,333	50,000
(v)	Department of Health s64		59,125	66,435
(vi)	None			

13. Previous grants received

Grants received by your organisation from charitable trusts and foundations (other than the City Bridge Trust) during the last TWO years. List source, years and annual amounts:		
	Year: 2010	Year: 2011
Big Lottery Basis	93,419	107,156
Big Lottery Reaching Communities	159,201	169,673
Fit as a Fiddle	301,563	313,909
Nationwide Moneywise		10,000
LVSC Health partnerhsip		4,800

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

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

15. Purpose

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

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

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

Delivery

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

Specifically, the outreach worker will bring communities together through:

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

The aims of the project are to:

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

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

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

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

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

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

17. Beneficiaries

How many people will benefit from the grant per year?

850

In which local authority is your organisation based?

Southwark

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

The programme will be targeted at all 32 London boroughs plus the City of London

At what address will the activity be located?

The office is based in Southwark but reach will be London-wide

What age group will benefit? **Over 60**

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

	%		%
White - British		Black - Caribbean	
White - Irish		Black - African	
White - Other (please describe)		Black - Other (please describe)	
Asian - Indian		Black - British	
Asian - Pakistani		Chinese	
Asian - Bangladeshi			
Asian - Other (please describe)		Other (please describe)	
		This will be 100% mix of non white ethnic groups comprising of all of the above.	
		Open to everyone	

What proportion of the beneficiaries will be disabled people?

20%

18. Funding required for the project

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

(List main expenditure headings and amounts)

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

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

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

What other funders are currently considering the proposal?

Funder	£
None	
TOTAL	

19. Funding requested from the Trust

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

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

20. Funding requested from the Trust (continued)

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

Declaration on behalf of applicant organisation

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

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

Please

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

MEETING: 10/01/2013

ANNEX NUMBER: 5

ASSESSMENT CATEGORY - Exceptional

Human Trafficking Foundation

Ref: 11318

Amount requested: £120,000

Adv: Clare Thomas

Base: Outside London

Benefit: London-wide

Purpose of grant request: Towards core costs.

Background

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

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

Funding History

None.

Current Application

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

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

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

Financial Observations

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

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

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

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

Officer's Appraisal

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

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

Recommendation

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



The City Bridge Trust

Charity Registration Number: 1035628

Working with Londoners: Application for a grant

Please read the guidance notes before completing this form

Reference:
(office use only)

11318

Date Received:

26.7.12

Programme
Area:

2

1. About your organisation

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

2. Request for funds

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

3. Aims of your organisation

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

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

4. Main activities of your organisation

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

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

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

5. Number of staff

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

6. How do you support your volunteers?

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

7. Property occupied by your organisation

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

8. Finance

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

Financial year ended -

Month: **December**

Year: **2011**

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

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

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

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

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

9. Statutory funding

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

10. Material changes

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

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

11. Previous applications to the Trust

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

12. Previous funding received

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

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

13. Previous grants received

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

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

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

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

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

15. Purpose

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

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

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

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

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

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

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

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

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

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

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

17. Beneficiaries

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

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

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

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

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

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

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

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

18. Funding required for the project

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

(List main expenditure headings and amounts)

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

What income has already been raised?

(List amounts and main sources)

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

What other funders are currently considering the proposal?

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

19. Funding requested from the Trust


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

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

20. Funding requested from the Trust (continued)

When will the funding be required? December 2012
Is the activity to continue beyond the period for which funding is requested? If so, how will it be resourced? Yes - the importance of the Foundation's work is widely recognised and we are confident that our funders and partners will continue to invest in the difference we make.
If any planning or other statutory consents are required for the project to proceed, what stage have the applications reached? n/a

Declaration on behalf of applicant organisation

I, Anthony Steen (your name)	
am an authorised representative of	
Human Trafficking Foundation (your organisation)	
within which I am Chairman of the Board of Trustees (your position)	
To the best of my knowledge, all the information that I have provided in this application form is correct	
Signature	
	Date 20 July 2012

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

Please

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

ASSESSMENT CATEGORY - Growing Localities – Growing and Greening

Bankside Open Spaces Trust (BOST)

Ref: 11394

Amount requested: £49,980

Adv: Joan Millbank

Base: Southwark

Benefit: Southwark and Lambeth

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

Background

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

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

Funding History

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

Current Application

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

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

Financial Observations

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

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

Officer's Appraisal

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

Recommendation

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



The City Bridge Trust

Charity Registration Number: 1085454

Growing Localities: Application for a grant

Reference:
(office use only)

11394

Date Received:

26/09/2012

Programme
Area:

12

1. About your organisation

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

2. Request for funds

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

3. Aims of your organisation

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

Supporting our Open Space network

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

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

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

Providing the best for our community

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

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

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

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

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

- Learning and Education -- environmental and heritage learning outdoors

4. Main activities of your organisation

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

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

5. Number of staff

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

6. How do you support your volunteers?

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

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

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

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

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

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

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

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

8. Finance

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

Financial year ended - **Month: March**

Year: 2012

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

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

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

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

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

9. Statutory funding

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

10. Material changes

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

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

11. Details of your request:

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

Growing Bankside and Waterloo

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

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

We will develop the following as a minimum:

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

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

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

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

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

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

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

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

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

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

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

13. Beneficiaries

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

14. Funding required for the project

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

Expenditure heading	Year 1 £	Year 2 £	Total £
Environmental Action Co-ordinator - 4 day week	22,457	22,457 ^{28,072}	44,915
Plants and materials	1,500	1,500	3,000
Environmental Grants Scheme	2,000	3,000	5,000
Desk costs - phone, rent, IT electricity, etc	3,104	3,104	6,209
Volunteer and Steering Group Expenses, training etc	1,300	1,300	2,600
Celebration event core expenses	1,500	1,500	3,000
Finance, insurance, audit, etc	2,264	2,264	5,660 ²⁸
Staff training	300	300	600
Mobile phone	180	180	360
Recruitment/set up	300		300
TOTAL	34,905 43,083	43,606 43,083	77,051 71,644

What income has already been raised?

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

15. Funding required from the Trust

How much is requested from the Trust?

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

Declaration

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



ASSESSMENT CATEGORY - Growing Localities – Growing and Greening

London Wildlife Trust

Ref: 11415

Amount requested: £49,660

Adv: Joan Millbank

Base: Southwark

Benefit: Southwark

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

Background

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

Funding History

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

Current Application

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

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

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

Financial Observations

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

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

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

Officer's Appraisal

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

Recommendation

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



The City Bridge Trust

Charity Registration Number: 1035628

Growing Localities: Application for a grant

Reference:
(office use only)

11415

Date Received:

08/10/2012

Programme
Area:

12

1. About your organisation

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

2. Request for funds

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

3. Aims of your organisation

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

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

4. Main activities of your organisation

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

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

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

5. Number of staff

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

6. How do you support your volunteers?

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

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

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

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

8. Finance

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

Financial year ended -

Month: **March**

Year: **2012**

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

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

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

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

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

9. Statutory funding

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

10. Material changes

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

None

11. Details of your request:

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

13. Beneficiaries

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

14. Funding required for the project

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

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

What income has already been raised?

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

15. Funding required from the Trust

How much is requested from the Trust?

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

Declaration

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



ASSESSMENT CATEGORY - Growing Localities – Growing & Greening

St Luke's Trust

Ref: 11338

Amount requested: £49,920

Adv: Sandra Davidson

Base: Islington

Benefit: City

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

Background

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

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

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

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

Funding History

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

Current Application

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

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

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

Financial Observations

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

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

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

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

Officer's Appraisal

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

Recommendation

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



The City Bridge Trust

Charity Registration Number: 1035628

Growing Localities: Application for a grant

Reference:
(office use only)

11338

Date Received:

06/08/2012

Programme
Area:

12

1. About your organisation

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

2. Request for funds

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

3. Aims of your organisation

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

4. Main activities of your organisation

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

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

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

5. Number of staff

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

6. How do you support your volunteers?

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

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

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

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

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

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

8. Finance

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

Financial year ended - **Month: December**

Year: 2011

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

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

LOSS ON INVESTMENTS £444,869.

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

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

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

9. Statutory funding

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

60%

10. Material changes

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

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

11. Details of your request:

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

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

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

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

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

The project will meet the Growing Localities aims through:

Reduced Social isolation:

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

Improved community cohesion:

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

Local food and carbon reduction:

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

Better health and living standards:

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

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

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

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

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

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

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

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

13. Beneficiaries

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

14. Funding required for the project

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

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

What income has already been raised?

Source	Year 1 £	Year 2 £	Total £
TOTAL			

15. Funding required from the Trust

How much is requested from the Trust?

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

Declaration

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



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

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

Background

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

Funding History

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

Current Application

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

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

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

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

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

Financial Observations

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

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

Officer's Appraisal

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

Recommendation

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



The City Bridge Trust

Charity Registration Number: 1035628

Growing Localities: Application for a grant

Reference:
(office use only)

11434

Date Received:

08/10/2012

Programme
Area:

12

1. About your organisation

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

2. Request for funds

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

3. Aims of your organisation

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

4. Main activities of your organisation

We operate in collaboration with our membership and:

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

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

5. Number of staff

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

6. How do you support your volunteers?

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

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

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

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

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

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

8. Finance

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

Financial year ended - **Month: March**

Year: 2012

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

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

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

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

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

9. Statutory funding

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

10. Material changes

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

None

11. Details of your request:

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

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

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

Outputs

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

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

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

Need

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

Implementation

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

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

Beneficiaries

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

Relevant experience

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

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

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

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

13. Beneficiaries

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

14. Funding required for the project

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

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

What income has already been raised?

Source	Year 1 £	Year 2 £	Total £
None			
TOTAL			

15. Funding required from the Trust

How much is requested from the Trust?

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

Declaration

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



MEETING: 10/01/2013

ANNEX NUMBER: 10

ASSESSMENT CATEGORY - Improving Londoners' Mental Health

Rethink Mental Illness

Ref: 11403

Amount requested: £39,934

Adv: Ciaran Rafferty

Base: Lambeth

Benefit: Several London boroughs

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

Background

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

Funding History

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

Current Application

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

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

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

Financial Observations

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

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

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

Officer's Appraisal

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

Recommendation

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



The City Bridge Trust

Charity Registration Number: 1035628

Working with Londoners: Application for a grant

Please read the guidance notes before completing this form

Reference:
(office use only)

11403

Date Received:

1 Oct 12

Programme
Area:

3

1. About your organisation

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

2. Request for funds

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

3. Aims of your organisation

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

4. Main activities of your organisation

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

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

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

5. Number of staff

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

6. How do you support your volunteers?

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

7. Property occupied by your organisation

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

8. Finance

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

Financial year ended -

Month: **March**

Year: **2012**

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

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

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

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

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

9. Statutory funding

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

10. Material changes

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

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

11. Previous applications to the Trust

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

Month/Year: Nov Feb / 2009 ²⁰¹⁰	Ref: 9759	Grant received: £70,000	OR application rejected <input type="checkbox"/>
Month/Year: Jan Feb / 2004 ²⁰⁰⁵	Ref: S466	Grant received: £154,000	OR application rejected <input type="checkbox"/>
Month/Year: Jun Apr / 1999	Ref: G00-8	Grant received: £210,000	OR application rejected <input type="checkbox"/>

12. Previous funding received

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

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

13. Previous grants received

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

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

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

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

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

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

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

15. Purpose

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

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

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

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

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

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

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

Objectives

The project will meet the following objectives:

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

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

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

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

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

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

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

17. Beneficiaries

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

18. Funding required for the project

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

(List main expenditure headings and amounts)

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

What income has already been raised?

(List amounts and main sources)

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

What other funders are currently considering the proposal?

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

19. Funding requested from the Trust

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

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

20. Funding requested from the Trust (continued)

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

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

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

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

Declaration on behalf of applicant organisation

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

am an authorised representative of

Rethink Mental Illness (your organisation)

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

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

Signature



Date **28th September 2012**

Return the completed form to: The City Bridge Trust

City of London

PO Box 270

Guildhall

London EC2P 2EJ

Please

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

ASSESSMENT CATEGORY - Older Londoners

Alzheimer's Society

Ref: 11364

Amount requested: £133,342

Adv: Stewart Goshawk

Base: Tower Hamlets

**Benefit: Barking &
Dagenham**

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

Background

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

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

Funding History

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

Current Application

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

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

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

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

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

Financial Observations

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

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

Officer's Appraisal

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

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

Recommendation

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



The City Bridge Trust

Charity Registration Number: 1035628

Working with Londoners: Application for a grant

Please read the guidance notes before completing this form

Reference:
(office use only)

11364

Date Received:

06/09/12

Programme
Area:

5

1. About your organisation

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

2. Request for funds

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

3. Aims of your organisation

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

4. Main activities of your organisation

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

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

5. Number of staff

Full-time	Part-time	Management committee members	Active volunteers
1055	1100	12	5300

6. How do you support your volunteers?

We have a volunteering policy and robust processes for recruitment, induction. We provide ongoing support and access to development opportunities. Local staff with our organisational lead, support continuous development of our volunteer experience.

7. Property occupied by your organisation

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

8. Finance

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

Financial year ended -

Month: **March**

Year: **2012**

Income received from:	£
Voluntary income	41,122,000
Activities for generating funds	4,691,000
Investment income	880,000
Income from charitable activities	24,315,000
Other sources	1,131,000
Total Income	72,139,000

Expenditure:	£
Charitable activities	55,692,000
Governance costs	356,000
Cost of generating funds	13,509,000
Other	
Total Expenditure	69,557,000
(Deficit)/surplus for the year:	2,582,000

Asset position at year end	£
Fixed assets	1,254,000
Investments	20,674,000
Net current assets	10,343,000
Long-term liabilities	(3,175,000)
*Total A	29,096,000

Reserves at year end	£
Endowment funds	
Restricted funds	6,898,000
Unrestricted funds	22,198,000
*Total B	29,096,000

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

9. Statutory funding

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

10. Material changes

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

none

11. Previous applications to the Trust

Have you applied to the Trust before? If so, please give details:					<input checked="" type="checkbox"/>
Month/Year: Oct	/ 2009	Ref: 9724	Grant received: £150,000	OR application rejected	<input type="checkbox"/>
Month/Year: Nov	/ 2008	Ref: 9353	Grant received: £	OR application rejected	<input checked="" type="checkbox"/>
Month/Year: Jun	/ 2005	Ref: 6323	Grant received: £100,000	OR application rejected	<input type="checkbox"/>

12. Previous funding received

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

	Year: 2009	Year: 2010	Year: 2011
(i) City of London	0	0	0
(ii) London boroughs	1,190,220	1,393,650	1,986,060
(iii) London Councils	0	0	0
(iv) London Health authorities	825,742	822,033	1,020,637
(v) Central Gov. Depts (London)	0	0	0
(vi) Other statutory (London)	0	0	0

13. Previous grants received

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

	Year: 2010	Year: 2011
The Henry Smith Charity	257,000	223,000
Northern Rock Foundation	164,000	118,000
Comic Relief- campaigning networks	65,000	147,000
Comic Relief - advocacy	23,000	as above
Schofield Trust	0	315,000
Various other grants	1,171,000	2,097,000

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

Our staff and volunteers adhere to and promote the Society's environmental policies and procedures and they are an integral part of the PQASSO Level 1 accreditation that we received in February 2012. To maintain our PQASSO accreditation we will maintain an on-going programme of monitoring and evaluation of our performance, which includes a commitment to implementing the lessons learned from evaluation and improved performance in future years.

Our policies include reducing waste through recycling, purchasing and promoting the use of sustainably-sourced materials where ever possible including utilities. Where resources are not renewable we encourage their careful use.

We encourage the use of public transport by staff and volunteers if it is feasible and also encourage car sharing if no public transport is available. We are also increasing our use of alternative ways of working and meeting to reduce avoidable travel in any form.

15. Purpose

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

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

This project supports City Bridge Trust's aim to improve the quality of life for people with dementia and Alzheimer's. It is focused on supporting residents from the London Borough of Barking and Dagenham (LBBD) as the borough has one of the fastest growing populations in the capital and a high percentage of older people. However, as a low-income borough, its dementia services are limited and lack continuity.

This project supports a non-medical Dementia Advisor (DA) service providing guidance and accurate and accessible information about dementia and local services for residents affected by dementia in LBBD. The service is designed to help people from the point of diagnosis throughout their journey with dementia. The DA will work closely with the borough's Memory Clinic at the Broad Street Health Centre, to make the service as accessible as possible to those being diagnosed.

Our existing links and knowledge mean that we will be able to get the service up and running quickly and reach the many people dealing with the complexities of a dementia diagnosis. The need for specialist support at the point of diagnosis has been confirmed and we will back up the front-line service with strategic activity to secure the quality and effectiveness of dementia services in future.

LBBD residents have been consulted by the borough and have identified that there is not enough information available. This informed a subsequent review of services by the borough that acknowledged a need for a dementia adviser but they have not identified a current provider to deliver this service.

LBBD has low rates of diagnosis, in part to the variable performance of local GPs. It can also be reflective of generally low levels of awareness around dementia and perceived stigma. The DA will undertake awareness raising work with older peoples' groups across the borough, the general public and health care professionals (including GPs). They will provide talks and attend events and information days. Awareness raising activities can increase community understanding and reduce stigma. This can ease the isolation of a person with dementia and carer and help them to engage in their community.

The DA will develop relations with the other local providers to ensure joined up working, facilitate referrals while a Development Officer will focus on ensuring the voice of residents affected by dementia are heard at all levels of local decision making. They will provide an independent analyse of LBBD dementia services, with input from local providers and service users, to identify issues and develop agreed recommendations for service development. This work will underpin engagement with local decisions makers to influence future development of services to ensure they support residents and provide the benefits that can improve their quality of life.

Our objectives will be to enable LBBD residents affected by dementia to access local services; facilitate strategic partnerships to support inclusive and effective dementia services; work in partnership to identify issues and priorities to strengthen the quality of local dementia care; and raise awareness of dementia and support development of dementia friendly communities. The Society are the dementia care specialists and we provide a network of services across NE London.

Our experienced team will support this service, the DA will work with services in Waltham Forest, Hackney and Tower Hamlets and staff currently engaged in local strategic work will support the Development Officer. Society services are delivered to quality standards that meet PQASSO requirements. We will monitor project delivery including number of people accessing our DA service, people attending dementia awareness sessions and contacts made with local service providers. This service can support 150 people affected by dementia a year and deliver awareness raising sessions.

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

We have an ongoing programme of monitoring and evaluation based on the collection and review of quantitative and qualitative data. We record the number of people accessing services, volunteers and partnerships. We record demographic information about our service users to ensure that we deliver against our commitment to provide inclusive services. Our PQASSO accreditation commits us to continuous improvement. In the coming year we are rolling out 2 initiatives to further increase the effectiveness of our evaluations. After a successful pilot in 2011 we will extend the use of Service User Review Panels to enable our users to comment on our services. We are also implementing a new client record system making it easier to track our effectiveness in delivering the care plans we agree with service users. Through monitoring our outcomes and outputs, we will be able to show how we meet the City Bridge Trust's outcome of improving quality of life for older people with dementia and our most recent monitoring and evaluation report was described by the Trust's officers as exemplary. Our service specifications are evidenced based and outcome focused & we share best practice through regional Conferences.

17. Beneficiaries

How many people will benefit from the grant per year? **The DA will support 150 people/year and 1000 attending talks and presentations.**

In which local authority is your organisation based?

Tower Hamlets

Which borough(s) of Greater London will benefit from this grant?

(if more than one, please give % for each)

Barking & Dagenham

At what address will the activity be located? **Broad Street Health Centre, Morland Road, Dagenham, Essex, RM10 9SU**

What age group will benefit? **65+**

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

	%		%
White - British	71	Black - Caribbean	2.4
White - Irish	1.5	Black - African	9
White - Other (please describe) other white backgrounds	2.4	Black - Other (please describe) mixed/other black	2.4
Asian - Indian	2.4	Black - British	1.4
Asian - Pakistani	2.3	Chinese	1.6
Asian - Bangladeshi	0.7		
Asian - Other (please describe) mixed/other asian	1.5	Other (please describe) Other/mixed ethnicity	1.4
Open to everyone			yes

What proportion of the beneficiaries will be disabled people?

Service is inclusive to all people with dementia and their carers regardless of disability

18. Funding required for the project

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

(List main expenditure headings and amounts)

Expenditure heading	Year 1 £	Year 2 £	Year 3 £	Total £
Staff Salaries (incl. NI/Pension)	37,972	39,111	40,284	117,367
Staff and Volunteer Expenses	500	600	618	1,718
Local management costs	2,258	2,325	2,395	6,978
Computer hardware and office set up	1,450	-	-	1,450
Rent	3,500	3,500	3,500	10,500
Office Costs (incl. phones, stationary)	1,500	1,500	1,500	4,500
Admin Support	2,500	2,500	2,500	7,500
Information Resources	1,500	1,500	1,500	4,500
Publicity and Marketing	1,500	1,500	1,500	4,500
Monitoring and Evaluation	1,250	1,250	1,250	3,750
Finance	500	500	500	1,500
IT (e.g helpdesk support)	800	800	800	2,400
HR (e.g training and recruitment)	1,000	1,000	1,000	3,000
Overheads	2,446	2,406	2,575	7,427
TOTAL	58,676	58,492	59,922	177,090

What income has already been raised?

(List amounts and main sources)

Source	Year 1 £	Year 2 £	Year 3 £	Total £
Memory Clinic (in kind-use of premises)	1,000	1,000	1,000	3,000
TOTAL				

What other funders are currently considering the proposal?

We intend to approach other London-focussed grant-giving trusts given the challenging nature of delivering services in Barking & Dagenham. Also, we will look to supplement this project through voluntary income.

19. Funding requested from the Trust

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

Expenditure heading	Year 1 £	Year 2 £	Year 3 £	Total £
Dementia Adviser salary	26,488	27,282	28,100	81,870
Line management	1,505	1,550	1,597	4,652
Staff and volunteer expenses	500	600	618	1,718
Computer hardware and office set up	1450	-	-	1,450
Rent	3,500	3,500	3,500	10,500
Office Costs (incl. phones, stationary)	1,200	1,200	1,200	3,450
Admin Support	2,500	2,500	2,500	7,500
Publicity and Marketing	1,500	1,500	1,500	4,500
Monitoring and Evaluation	1,000	1,000	1,000	3,000
Information Resources	1,200	1,200	1,200	2,700
Human Resources/Finance/IT	2,000	2,000	2,000	6,000
Overheads	1,631	1,604	1,717	4,952
TOTAL	44,474	43,936	44,932	133,342

20. Funding requested from the Trust (continued)

When will the funding be required? **April 2013**

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

If so, how will it be resourced? **Yes, we will actively seek continuation funding from the local authority, health and social care Commissioners and from charitable sources in London, using the evidence of effectiveness in the first 3 years.**

We will develop more detailed plans in year 2 for approaching charitable and other sources of voluntary income.

If any planning or other statutory consents are required for the project to proceed, what stage have the applications reached? **None**

Declaration on behalf of applicant organisation

I, **Helen Palmer** (your name)



am an authorised representative of

Alzheimer's Society (your organisation)

within which I am **Trusts & Statutory Fundraising Manager** (your position)

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

Signature



Date

5/9/2012

Return the completed form to: The City Bridge Trust

City of London
PO Box 270
Guildhall
London EC2P 2EJ

Please

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

ASSESSMENT CATEGORY - Older Londoners

Camden Carers Centre

Ref: 11276

Adv: Tim Wilson

Amount requested: £96,205

Base: Camden

Benefit: Camden

Purpose of grant request: Employment of Social Activity Co-ordinator to implement a programme of activities specific to older carers of people with dementia, including those cared for when appropriate.

Background

Camden Carers Centre (CCC) has been operating for 20 years and has 1,500 clients. The charity's core service is a telephone advice line but it also provides face-to-face advice, counselling, social and respite activities. CCC has run a number of specialist projects including stroke care, bereavement support, and a hospital-based service to avoid inappropriate release. The charity recently received funding for a Carers' Nurse who provides primary health-care checks for service users. CCC support is promoted across the borough and the charity is well-connected with local health professionals. To ensure accessibility, activities take place in a number of community venues, as well as from CCC's office in Kentish Town.

Funding History

CCC submitted an application in March 2012 which it subsequently withdrew following discussions with your officers.

Current Application

CCC seeks your support towards the costs of a Social Activity Coordinator who will run a programme for older people providing care for dementia sufferers. Activities will also involve those cared for, where appropriate.

Of the 1,500 carers on CCC's database, 250 are over 75 and a significant proportion care for an individual with dementia. Whilst care provision is usually demanding, dementia often brings with it the additional burden of grief as the loved one's character changes fundamentally. CCC works with carers to help them access support and manage their own well-being. In the case of older carers, that support extends to preparing for the death of the person they care for and re-establishing life after bereavement.

The proposed Social Activity Coordinator will develop and facilitate a programme for older carers and, where appropriate, those they care for. Activities will be largely centred on the creative arts, including singing, music, drama, painting, and creative writing. Relaxation therapies will

also be available. The programme will build on CCC's 2011 pilot programme for dementia care, when the charity ran "Remembering Together", a series of workshops which was written up for the Journal of Dementia Care.

Work delivered through this programme will complement the advice and support services already on offer from CCC. The charity has also recently formed a close partnership with Age UK and several other carer charities in the borough, so there is potential for the work to reach an even wider audience than CCC's current database.

Financial Observations

Accounts for the year ended 31st March 2012 show a deficit of £11,938 (2% of turnover), of which £10,235 was on restricted funds.

CCC's policy is to hold unrestricted free reserves equivalent to six months of unrestricted expenditure, a target equivalent to £189,923 in 2011-12. As at 31st March 2012 the charity held £150,096 (4.7 months equivalent).

The charity currently anticipates another deficit of £40,000 in 2012-13 which will reduce unrestricted free reserves to approximately £115,000 (3.6 months equivalent). Whilst free reserves can cover this loss, albeit at the expense of falling to a level which is just over half the target level, the charity has appointed a new interim CEO, and the Board has asked him to strengthen the organisation's financial controls as well as overseeing the submission of CCC's contract bid to Camden Council.

Officer's Appraisal

The applicant has developed its dementia services in response to a growing number of older carers in the borough. CCC impresses as an organisation which is responsive to local need, and which is held in high-regard both by the local authority and by other charities. At the time of your officer's assessment visit the charity's Chief Executive was leading a partnership bid to London Borough of Camden to provide advice, advocacy and activities support for carers. Any City Bridge Trust support would expand the service offer CCC can make available with local authority funding.

Recommendation

£96,000 over three years (£31,000; £32,000; £33,000) towards a full-time Social Activities Coordinator and on-costs on the condition that the balance of funding is raised from other sources and subject to receipt of signed accounts for 2011-12.



The City Bridge Trust

Charity Registration Number: 1035628

Working with Londoners: Application for a grant

Please read the guidance notes before completing this form

Reference:
(office use only)

11276

Date Received:

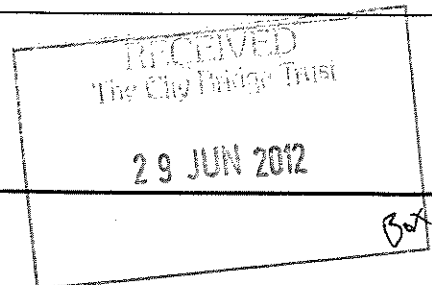
29 Jun 12

Programme
Area:

5

1. About your organisation

Name of organisation applying for grant: Camden Carers Centre	
If the organisation is part of a larger organisation, what is its name? N/A	
Address for correspondence 3rd Floor, 293-299 Kentish Town Road, London	
Postcode: NW5 2TJ Is this your home address? No	
Contact person: Mr Ashley Barber	Position: Chief Executive Officer
Phone: 020 7428 8955	Fax:
E-mail: ashley@camdencarers.org.uk	
Website: www.camdencarers.org.uk	
Legal status of organisation: Registered Charity	
If registered, please give charity number: 1042757	
Year and month organisation established: August 1994	



2. Request for funds

Under which of the Trust's themes are you applying (see our website or brochure for further details)? Older Londoners
Purpose for which funds are requested: (25 words maximum) Employment of Social Activity Co-ordinator to implement a programme of activities specific to older carers of people with dementia, including those cared for when appropriate.
How much funding is requested? Year 1: £31,125 Year 2: £32,060 Year 3: £33020 Total: £96205

3. Aims of your organisation

Camden Carers Centre aims to:

- Improve the quality of life of carers and their families through the provision of information, quality services and support in order to improve their lives and opportunities
- Enhance opportunities for carers to have influence and be involved in the delivery, planning and review of services in both health and social care
- Promote and raise awareness of carers issues and their needs within the statutory and voluntary sectors
- Become recognised as a centre of excellence and good practice

4. Main activities of your organisation

With approximately 25,000 carers in the London Borough of Camden, Camden Carers Centre is delivering an extensive range of advice, counselling, confidential support services, volunteering opportunities, carers activity-days, health checks, welfare rights advice and skills-training workshops that support carers in their everyday lives and/or getting back into the workforce. Our services are available, free of charge, to any carer who lives or works in Camden, or cares for someone who does. In addition these services, we have workers based at four hospitals in the borough providing services for carers of people who are in hospital (both during their stay and after discharge).

Primary Care Development Work: we have a worker dedicated to raising awareness of carers issues, liaising with health care professionals, surgeries, pharmacies, hospitals etc.

We facilitate the Camden Carers Voice, a forum for carers to raise awareness of their caring work and their rights within the borough; we publish a newsletter and manage a growing network of volunteers from our local community that are integral to our organisation.

5. Number of staff

Full-time	Part-time	Management committee members	Active volunteers
9	6	6	20

6. How do you support your volunteers?

A full time Volunteer Coordinator recruits, trains and manages our network of volunteers in their varied responsibilities. We encourage carers to volunteer; this may enable them to learn skills relevant to re-entering the workforce when possible.

7. Property occupied by your organisation

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

8. Finance

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

Financial year ended -

Month: **March**

Year: **2012**

Income received from:	£
Voluntary income	14,868
Activities for generating funds	
Investment income	1,392
Income from charitable activities	539,386
Other sources	
Total Income	555,646

Expenditure:	£
Charitable activities	555,459
Governance costs	12,125
Cost of generating funds	
Other	
Total Expenditure	567,584
(Deficit)/surplus for the year:	(11,938)

Asset position at year end	£
Fixed assets	18,864
Investments	
Net current assets	155,535
Long-term liabilities	(424)
*Total A	173,975

Reserves at year end	£
Endowment funds	
Restricted funds	5,015
Unrestricted funds	168,960
*Total B	173,975

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

9. Statutory funding

For the financial year above, what % of your income was from statutory sources?
97%

10. Material changes

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

The charity appointed an interim Chief Executive in 2011-12.

11. Previous applications to the Trust

TW 7/12/12

Have you applied to the Trust before? If so, please give details:					<input checked="" type="checkbox"/>
Month/Year: -	03/2012	Ref: 11022	Grant received: £	WITHDRAWN	OR application rejected <input type="checkbox"/>
Month/Year: -	/ -	Ref:	Grant received: £		OR application rejected <input type="checkbox"/>
Month/Year: -	/ -	Ref:	Grant received: £		OR application rejected <input type="checkbox"/>

12. Previous funding received

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

	Year: 2009	Year: 2010	Year: 2011
(i) London Borough of Camden	354,104	516,345	749,999
(ii) Camden Primary Care Trust	81,502	86,752	64,071
(iii)			
(iv)			
(v)			
(vi)			

13. Previous grants received

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

	Year: 2010	Year: 2011
Bailey Thomas Charitable Trust	5000	5000
Transition Fund		67,000

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

Camden Carers Centre follow guidelines laid down by the Carbon Trust to ensure we work to reduce our carbon footprint, and more generally, our impact on the environment as a whole.

We have an active recycling policy in place at our head office.

We encourage all staff and volunteers, and, (where appropriate) beneficiaries to use public transport to access our services.

We have an active policy to reduce consumption of consumable items across the organisation, including cutting back on unnecessary printing and photocopying.

15. Purpose

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

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

To support Non-medical services supporting older people living with dementia and Alzheimer's:

- Camden Carers Centre has approximately 250 carers who are over 75, mostly caring for partners of a similar age; a significant proportion of the 'cared for' will be suffering from dementia, generally they will be happiest if they can stay in own homes for as long as possible.
- Such care work is exceedingly demanding and will often lead to social exclusion, a sense of isolation from their peer groups and a lack of contact with appropriate professional support.
- Our aim is to support older carers, ensure they get stimulating respite opportunities and to provide ways in which they can meet with others, have their voices heard, and their particular needs met.
- Support and activities that benefit the carers will also enhance the life of those they care for, improving their ability to fulfil their roles as carers.
- Carers are the largest source of care and support throughout the UK; people providing high levels of care are more likely to suffer mental or physical ill health themselves so it is imperative that they are supported, their personal and health needs are acknowledged.

DELIVERY

Camden Carers Centre will employ a Social Activity Co-ordinator with responsibility to develop and facilitate a social programme designed specifically to meet the needs of older carers, sometimes including the cared for in joint activities with a therapeutic value. He/she will build on the range of activities that have been offered in recently and proven of value to beneficiaries.

OUTCOMES

- To engage with 250+ older carers on our database, encouraging their participation in activity or support programmes
- To actively involve those being cared for with dementia in specific activities that have proven positive results in their quality of life and relationships with family/carer/friends.

TRACK RECORD

Camden Carers Centre has recently run workshops for people with dementia and their carers/family members called Remembering Together; feedback was very positive from all parties involved. We deliver training to dementia carers and have provided in-depth support and advocacy to same over last 18 years.

CITY BRIDGE TRUST PRIORITY AREAS - Older Londoners

- by helping carers 75+ to engage in social and therapeutic activities and by bringing them into contact with other support services offered at Camden Carers Centre, we will contribute to their well-being, general health and quality of life.
- by supporting and enhancing the lives of their carers we expect a positive flow-on to the lives of the cared for; some activities will be offered to both parties.
- Many carers also become our volunteers so the increase in activities for this group of older carers offers them greater opportunities for future volunteering.

GOOD PRACTICE

Camden Carers is a genuine user-led organisation; we actively seek feedback from our beneficiaries, indeed, regular consultation with our carers is essential to ensure projects meet their needs and achieve our outcomes. With regard to older carers we found that:

- Dementia carers like to attend activities with the cared for, alleviating the worry of 'abandoning' their responsibilities.
- Opportunities to play a 'normal' role in society, e.g. going on trips and having a voice in their communities, reduces isolation and helps people cope with the stress and anxiety of caring for someone with dementia/Alzheimer's.
- We actively promote equality and diversity throughout the organisation, 36% of our carers come from BME groups.
- Our volunteer network is led by a permanent co-ordinator and we support carers with training to take up volunteer roles where possible.
- CCC staff and volunteers are committed to reducing our carbon footprint, working hard to reduce wastage and increase recycling.

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

This project will mirror our past levels of engagement with beneficiaries. Beneficiaries will be asked to review activities in which they take part, in questionnaires, online, in 1 to 1 meetings and focus groups. These reviews will be collected by the project delivery staff and distributed to a Project Advisory Group who will produce quarterly reviews and annual reports.

We will set up a Project Advisory Group to provide regular feedback into the planning and delivery of the project. This group will be made up of senior Camden Carers Centre staff, carers, and representatives from partner organisations. This group will meet quarterly to review project activities and monitor progress and make recommendations to the staff delivering this project. This group ensures that carers have a direct impact on the planning of the project and provides ongoing measure of how well we are achieving the desired outcomes.

Data collected will be tailored to provide an accurate measure of the outcomes on City Bridge Trust priorities for Older Londoners

17. Beneficiaries

How many people will benefit from the grant per year? 75-100			
In which local authority is your organisation based? London			
Which borough(s) of Greater London will benefit from this grant? (if more than one, please give % for each) London Borough of Camden			
At what address will the activity be located? 3rd Floor, 293-299 Kentish Town Road, London, NW5 2TJ			
What age group will benefit? 75+			
What will the ethnic grouping(s) of the beneficiaries be?			
	%		%
White - British	58	Black - Caribbean	4
White - Irish	8	Black - African	11
White - Other (please describe)	1	Black - Other (please describe) Somali	1
Asian - Indian	2	Black - British	1
Asian - Pakistani	2	Chinese	
Asian - Bangladeshi	9		
Asian - Other (please describe)		Other (please describe) Mixed White Asian/black	3
Open to everyone			
What proportion of the beneficiaries will be disabled people? Approximately 30%			

18. Funding required for the project

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

(List main expenditure headings and amounts)

Expenditure heading	Year 1 £	Year 2 £	Year 3 £	Total £
Salary, inclusive of NI and benefits	34,000	35,020	36,070	105,090
Overheads - light, gas, water etc	3500	3605	3713	10818
IT costs	1000	1030	1061	3091
Publicity/Marketing	1000	1030	1061	3091
Management/Admin contribution	2000	2060	3713	6182
TOTAL	41500	42745	44027	128272

What income has already been raised?

(List amounts and main sources)

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

45,618 129,883

TW
10/12

What other funders are currently considering the proposal?

Not at present

19. Funding requested from the Trust


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

Expenditure heading	Year 1 £	Year 2 £	Year 3 £	Total £
75% of Full time Salary + 3% inflation	25,500	26,265	27,052	78,817
Overheads - gas, light, water etc	2625	2704	2785	8114
IT costs	750	773	796	2319
Publicity/Marketing	750	773	796	2319
Management/Admin contribution	1500	1545	1591	4646
TOTAL	31125	32060	33020	96205

20. Funding requested from the Trust (continued)

When will the funding be required? 14th January 2013
Is the activity to continue beyond the period for which funding is requested? If so, how will it be resourced? Fundraising from trusts, foundations and local business will be ongoing. Once programme is established the positive outcomes will create momentum.
If any planning or other statutory consents are required for the project to proceed, what stage have the applications reached? N/A

Declaration on behalf of applicant organisation

I, Mr Ashley Barber (your name)	
am an authorised representative of	
Camden Carers Centre (your organisation)	
within which I am Chief Executive Officer (your position)	
To the best of my knowledge, all the information that I have provided in this application form is correct	
Signature	
Date	27/6/12

Return the completed form to: **The City Bridge Trust**

City of London
PO Box 270
Guildhall
London EC2P 2EJ

Please

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