

**MEETING: 03/10/2013**

**Ref: 11907**

**ASSESSMENT CATEGORY - Positive Transitions to Independent Living**

**Prince's Trust**

**Adv: David Farnsworth**

**Amount requested: £101,905**

**Base: City**

**Benefit: London-Wide**

**Amount recommended: £97,600**

**Purpose of grant request:** To work with 90 young people who are in or leaving the care system to improve their skills and confidence to allow them to live independently.

**Background**

The Prince's Trust (TPT) is a UK wide charity that has existed since 1976. It works to help disadvantaged young people to change their lives and access employment, education or training. TPT aims to achieve this by helping young people aged 13 to 30 who have struggled at school, been in care, are long-term unemployed or have been in trouble with the law. The organisation brings young people together from different backgrounds, cultures and faiths to make a positive difference to their communities; providing practical support, and enabling them to overcome their problems and get their lives on track. TPT delivers proven, high quality programmes and basic financial support, which helps young people develop confidence and skills to get a job or start a business.

Care leavers are a particular focus of TPT's work as they face significant and multiple barriers that prevent full participation in opportunities. They commonly have low levels of educational attainment with only 15% attaining five GCSE grades A\*-C compared to 70% of the general population. Few care leavers complete higher education and they suffer high levels of unemployment. They are disproportionately caught up in the criminal justice system with 27% of the prison population having been in care, although only 1% of the general population have lived in care.

**Funding History**

In 2007, you awarded a grant of £80,000 to TPT to support young people in improving London's environment and accessing related employment opportunities. Monitoring reports were rated as very good, and the grant has been made historic.

**Current Application**

TPT seeks funding towards its work programme targeted at 15-25 year olds who are in care or who are leaving the care system in London. The programme is an individually tailored personal development programme

which combines group skills development and 1:1 support to develop personal skills and build self-belief. The young people have access to a range of courses from job clubs through to numeracy and literacy sessions, alcohol awareness and money management.

The length of time each person is on the programme depends on personal circumstances. Often it is three to six months, but it can be for over a year. The targeted amount of support each young person receives is 100 hours of group activities and five hours of one to one support.

Your grant would enable 90 young people to participate in this programme run through TPT's Kennington and Hackney centres. On the basis of TPT's track record, it is anticipated that 65% of these young people will achieve positive outcomes as a result of their participation in this programme.

### **Financial Observations**

Audited accounts for the year ended 31 March 2012 show an operating deficit of £131k (0.2% of turnover) comprising a deficit of £244k on restricted funds partially offset by a surplus of £113k on unrestricted funds. A net gain on investment assets of £195k makes an overall surplus of £64k. Unrestricted free reserves held at 31<sup>st</sup> March 2012 stood at £27.7m which equates to 5.3 months' worth of budgeted expenditure for 2013/14. The reserves policy as stated in the Trustees report accompanying these accounts states "*..we consider that The Trust carries appropriate reserves to secure the continuation of its core activities.*"

The draft accounts for 2012/13 show an operating deficit of £79k (0.1% of turnover) comprising a surplus of £4.475m on restricted funds offset by a deficit of £4.554m on unrestricted funds. A net gain on investment assets of £1.396m makes an overall surplus of £1.318m. In the report accompanying these draft accounts the reserves policy states that the Trustees target a level of free reserves of between four to six months of operational expenditure. The draft figure for free reserves held at 31 March 2013 is £19.3m (3.7 months' worth of 2013/14 budgeted expenditure).

The budget for the current year, 2013/14, shows a surplus of £158k (0.2% of turnover), comprising a surplus of £722k on unrestricted funds partially offset by a restricted fund deficit of £564k. Total income is anticipated to be £63.5m of which £23.9m (37.6%) has been secured.

### **Officer's Appraisal**

Care leavers are at a significant disadvantage to their peers. Many of the young people leave care without the vital personal and social skills necessary for independent living, are educationally disadvantaged, and over a quarter enter the criminal justice system.



The grant will enable 90 young Londoners in or leaving care to participate in this comprehensive programme of development and support by an organisation with an established track record of success in working with young people. It also has potential for wider impact as the work will feed into a five year national Care to Independence Project which TPT, in partnership with the National Children's Bureau Research Centre, is running to explore the best model of 1:1 support to help care leavers into education, training, employment or volunteering and to sustain this positive outcome.

### **Recommendation**

**£97,600 over three years (£31,600; £32,500; £33,500) towards the costs of the Prince's Trust's London care leavers' project; this comprises the amount requested, less the sum included for depreciation in the original application budget.**



# 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)

11907

Date Received:

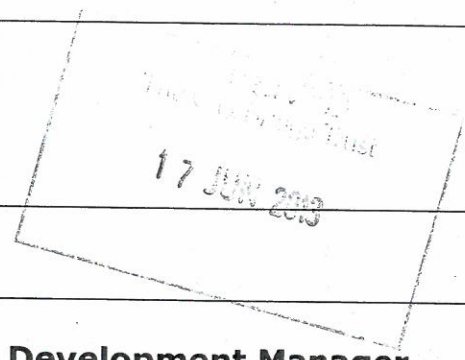
13/06/2013

Programme  
Area:

06

### 1. About your organisation

Name of organisation applying for grant: <b>The Prince's Trust</b>	
If the organisation is part of a larger organisation, what is its name? <b>n/a</b>	
Address for correspondence: <b>9 Eldon Street London</b>	
Postcode: <b>EC2M 7LS</b> Is this your home address? <b>No</b>	
Contact person: <b>Miss Katie Styles</b>	Position: <b>Funding Development Manager</b>
Phone: <b>02075431331</b>	Fax:
E-mail: <b>katie.styles@princes-trust.org.uk</b>	
Website: <b>http://www.princes-trust.org.uk</b>	
Legal status of organisation: <b>Registered Charity</b>	
If registered, please give charity number: <b>1079675</b>	
Date organisation established: <b>01/05/1976</b>	



### 2. Request for funds

Under which of the Trust's themes are you applying (see our website or brochure for further details)? <b>Positive Transitions to Independent Living</b>
Purpose for which funds are requested: (25 words maximum) <b>Work with 90 young people in the care system to improve their skills and confidence to allow them to live independently.</b>
How much funding is requested? <b>Year 1: £32,970 Year 2: £33,959 Year 3: £34,977 Total: £101,905</b>



### 3. Aims of your organisation

Our vision is that every young person should have the chance to succeed. Our mission is to help disadvantaged young people in the UK to change their lives and get into employment, education or training. We aim to achieve this by:

- Helping young people aged 13 to 30 who have struggled at school, have been in care, are long term unemployed or have been in trouble with the law.
- Bringing young people together from different backgrounds, cultures and faiths, so that they can make a positive difference to their communities.
- Providing practical support, enabling them to overcome their problems and get their lives on track.
- Delivering proven, high quality programmes and basic financial support, which help young people to develop confidence and skills they need to get a job or start a business.

### 4. Main activities of your organisation

The Prince's Trust delivers its work through seven programmes:

xl - an alternative curriculum to re-engage disaffected young people in their final two years of compulsory education.

Get Started - a week-long course using activities such as music and sport to engage the most disadvantaged young people and help them to develop interpersonal skills.

Team - a 12-week personal development course which includes community projects and work placements.

Development Awards - provide young people with a mixture of financial support and practical mentoring to help them access employment or education.

Enterprise - teaches young people the skills needed to become self-employed with financial support and one-to-one mentoring.

Get Into - enables young people to gain practical, hands-on experience in particular sectors of employment, such as construction or retail.

Fairbridge - an individually tailored openended programme combining group activities and 1:1 support, based in one of our 16 centres for the most disengaged young people.

Courses take place across the UK in the areas of greatest need.

### 5. Number of staff

Full-time	Part-time	Management committee members	Active volunteers
<b>1,108</b>	<b>151</b>	<b>6</b>	<b>6,000</b>

### 6. How do you support your volunteers?

Our Volunteering & Secondments team for our South region are responsible for recruiting, training, supporting and managing our volunteers across London. They are led by a national team who set role descriptions and policy guidelines.

### 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?
<b>Leased</b>	<b>10 years - ends 2023</b>

## 8. Finance

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

Financial year ended - 31 Month: March

Year: 2012

<b>Income received from:</b>	<b>£</b>
Voluntary income	27,011,000
Activities for generating funds	7,895,000
Investment income	463,000
Income from charitable activities	17,911,000
Other sources	2,057,000
<b>Total Income</b>	<b>55,337,000</b>

<b>Expenditure:</b>	<b>£</b>
Charitable activities	43,053,000
Governance costs	297,000
Cost of generating funds	12,118,000
Other	
<b>Total Expenditure</b>	<b>55,468,000</b>
<b>Net (Deficit)/Surplus:</b>	<b>(131,000)</b>
<b>Other Recognised Gains/(Losses)</b>	<b>195,000</b>
<b>Net Movement in Funds</b>	<b>64,000</b>

<b>Asset position at year end</b>	<b>£</b>
Fixed assets	6,781,000
Investments	18,030,000
Net current assets	14,780,000
Long-term liabilities	
<b>*Total A</b>	<b>39,591,000</b>

<b>Reserves at year end</b>	<b>£</b>
Endowment funds	
Restricted funds	5,098,000
Unrestricted funds	34,493,000
<b>*Total B</b>	<b>39,591,000</b>

\* 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?  
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:

n/a



## 11. Previous applications to the Trust

Have you applied to the Trust before? If so, please give details:							
Month/Year:	08/12	Ref:	0	Grant received:	£0	OR application rejected?	Yes
Month/Year:	05/07	Ref:	0	Grant received:	£80,000	OR application rejected?	No
Month/Year:	05/99	Ref:	7928	Grant received:	£20,000	OR application rejected?	No

## 12. Previous funding received

Funding received by your organisation from the following sources during the last <b>THREE</b> years: (i) City of London (other than the City Bridge Trust)(ii) London boroughs (iii) London Councils (formerly ALG) (iv) Health authorities (v) Central government departments (vi) Other statutory bodies (e.g. Housing Corporation, Arts Council) - List source, years and annual amounts:				
		Year: 2010	Year: 2011	Year: 2012
(i)	See attachment: Prince's Trust Q12 & 13 Grant information' *			
(ii)	* on file			
(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 <b>TWO</b> years. List source, years and annual amounts:		
	Year: 2011	Year: 2012
See attachment: Prince's Trust Q12 & 13 Grant *		
* on file		

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

The Prince's Trust has achieved ISO 14001 and maintains its own internal Environmental Management System (EMS) which has the following strategic objectives:

- Ensure our EMS system continues to meet the ISO 14001 standard
- Completion of a risk-based audit approach to our environmental aspects
- Senior Management sponsor, involvement and management of environmental aspects
- Establish an employee environmental engagement strategy within the EMS
- Identify 'Green' fundraising opportunities and develop controls.

These activities are also led by our Environmental sustainability policy which outlines for all staff and young people the steps we will take to reduce our carbon footprint.



## 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 project will support 90 young people who are in or leaving care, equipping them with the skills to live independently and make positive choices about their lives. We will enable them to build a range of personal and social skills alongside specific vocational skills through our Fairbridge programme - individually tailored support with 1:1 guidance - at our Hackney and Kennington centres.

This project will add value to our England-wide action research project 'From Care to Independence' supporting 1,000 care leavers. The five year partnership (2012-2017) with the National Children's Bureau Research Centre is exploring the best model of 1:1 support to help care leavers into education, training, employment or volunteering and to sustain this positive outcome.

We will improve the support network available to 15-25 year olds in the care system, providing them with dedicated 1:1 support and a wide menu of activities, from cooking to budgeting to photography and more, improving their skills and motivation. We expect 65% of them to move onto employment, education or training as a result of this project and 98% of them to see an improvement in skills and confidence.

Need & how we are addressing it - Care leavers face significant and multiple barriers: They commonly have low levels of educational attainment, suffer high levels of unemployment and are disproportionately caught up in the criminal justice system. Care leavers are often on their own much earlier than their peers and many leave care without the vital personal and social skills necessary for independent living, reporting lack of information or support in critical life skills like shopping, cooking, healthy eating, budgeting and managing tenancy agreements.

### Objectives

1. Support 90 young people in or leaving care per year to build their skills and confidence in order to live independently and make positive choices about their lives
2. Help young people in or leaving care into employment, education or training

### Outputs & outcomes

1. All young people to have gained skills, improved their confidence and motivation and have a long term plan for success
2. At least 65% of young people to move on to employment, education, training or volunteering

Track record - The Prince's Trust and the Fairbridge programme have been working with disadvantaged young people in or leaving care for many years. We have a track record of working with them to stabilise their lives and motivating them to live independently. 67% of the young people we worked with in London 2012/13 achieved a positive outcome.

Our 'Back from the Brink' report (Centris, 2010) acknowledged that 'A number of factors appear to contribute to the success of Fairbridge...what stands out as particularly critical is the formation of a trusting relationship with an adult worker'. This is sometimes the first time that a young person has experience of a relationship based on mutual respect and is particularly apparent for those leaving care who have a fractured support network.

We have established relationships with a range of vital local organisations including leaving care teams, Centre Point, Cardinal Hume hostel and Horizon residential home.

This project compliments the 'positive transitions to independent living theme' and principles of good practice - It is designed to give young people in the care system a support network which is often lacking and the skills to live independently. Young people will be motivated and supported on the Fairbridge programme, leading them to a future they often didn't think possible. Our support will lead to care leavers making positive choices about their lives; 65% will move onto employment, education or training as a result of this project.



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

We have robust monitoring and evaluation systems which tracks all of our work with young people. At the beginning of the programme all young people complete a profile form which records all of their personal information including their background.

Soft outcomes - We use a distance travelled method to determine the soft outcomes achieved through a 'my journey' session. Young people are asked to measure a range of skills at the beginning of the course and then again at the end to determine the change.  
 Hard outcomes - young people are surveyed via a series of automated texts to their mobile phones at three and six months after leaving the programme which tracks whether they have gone into a positive outcome.

All of this information is recorded on our bespoke Trust on Track database and will be analysed regularly to ensure that we are meeting our required outcomes.

**17. Beneficiaries**

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

How many people will benefit from the grant per year?			
<b>30</b>			
What age group will benefit? <b>Over 11 years, over 16 years</b>			
In which local authority is your organisation based?			
<b>City</b>			
Which borough(s) of Greater London will benefit from this grant? (if more than one, please give % for each)			
<b>Hackney, Tower Hamlets, Newham, Haringey, Waltham Forest, Lambeth, Southwark, Wandsworth, Westminster</b>			
At what address will the activity be located?			
<b>Kennington centre, 5 Cranmer Road, SW9 Hackney centre, Bayford Street, E8</b>			
What will the ethnic grouping(s) of the beneficiaries be?			
	<b>%</b>		<b>%</b>
White - British	<b>25</b>	Black - Caribbean	<b>30</b>
White - Irish		Black - African	<b>25</b>
White - Other (please describe)		Black - Other (please describe)	
Asian - Indian		Black - British	
Asian - Pakistani		Chinese	
Asian - Bangladeshi			
Asian - Other (please describe)		Other (please describe)	
		Mixed	<b>20</b>
Open to everyone			
What proportion of the beneficiaries will be disabled people?			
<b>20%</b>			



## 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 £
Programme costs (e.g. Travel, accreditation, food)	3,511	3,616	3,725	10,852
Development Tutors	14,966	15,415	15,877	46,258
Operations Manager	3,655	3,765	3,878	11,297
Outreach & Development Worker	8,238	8,485	8,740	25,463
Peer Facilitator	1,460	1,504	1,549	4,513
Programme Support Executive	2,468	2,542	2,618	7,628
Other staff costs (e.g. HR, fundraising, finance, programme development)	13,456	13,860	14,275	41,591
Publicity, marketing, etc	3,372	3,473	3,577	10,423
Office costs (rent & rates and utilities)	11,984	12,344	12,714	37,041
Professional fees and depreciation	2,829	2,914	3,001	8,744
[Years 2 & 3 are year 1 figures + 3% inflation]				
<b>TOTAL</b>	<b>65,939</b>	<b>67,917</b>	<b>69,955</b>	<b>203,811</b>

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

Source	Year 1 £	Year 2 £	Year 3 £	Total £
Big Lottery Fund 'from care to independence'	32,969	33,959	34,978	101,906
<b>TOTAL</b>	<b>32,969</b>	<b>33,959</b>	<b>34,978</b>	<b>101,906</b>

What other funders are currently considering the proposal?

Funder	£
n/a - We already have funding from BLF. This Application is for an extension to that Project to allow us to help even more young People.	
<b>TOTAL</b>	

## 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 £
Programme costs (e.g. Travel, accreditation, food)	1,756	1,808	1,862	5,426
Development Tutors	7,483	7,707	7,939	23,129
Operations Manager	1,828	1,882	1,939	5,649
Outreach & Development Worker	4,119	4,243	4,370	12,731
Peer Facilitator	730	752	774	2,256
Programme Support Executive	1,234	1,271	1,309	3,814
Other staff costs (e.g. HR, fundraising, finance, programme development)	6,728	6,930	7,138	20,796
Publicity, marketing, etc	1,686	1,737	1,789	5,211
Office costs (rent & rates and utilities)	5,992	6,172	6,357	18,521
Professional fees and depreciation	1,415	1,457	1,501	4,372
<b>TOTAL</b>	<b>32,970</b>	<b>33,959</b>	<b>34,977</b>	<b>101,905</b>



## 20. Funding requested from the Trust (continued)

When will the funding be required?

**01/01/2014**

Is the activity to continue beyond the period for which funding is requested?  
If so, how will it be resourced?

**We will utilise our expert fundraising team to raise money for our continued work with care leavers. It is hoped that the wider Care to Independence research project will create publicity and leverage further funding once the results are published.**

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

**n/a**

## 21. Referee

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

### Referee

**Name:** Jennie Long

**Organisation:** Equitable Charitable Trust

**Address:**

Sixth Floor  
65 Leadenhall Street  
London  
EC3A 2AD

**Tel:** 02072644993

**E-mail:** jennielong@equitablecharitabletrust.org.uk

## Declaration on behalf of applicant organisation

I, KATIE STYCES (your name)  
am an authorised representative of  
THE PRINCE'S TRUST (your organisation)  
within which I am FUNDING DEVELOPMENT MANAGER (your position)

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

Signature KStyces Date 14/6/13

### How your information will be used by the Trust

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

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

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

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

### Concerns over fraud and corruption

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

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

City of London  
PO Box 270  
Guildhall  
London EC2P 2EJ

### Please

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