

MEETING: 30/10/2013

Ref: 11688

ASSESSMENT CATEGORY - Accessible Sports

British Wheelchair Sports Foundation

Adv: J Grieve Combes

Base: Outside London

Amount requested: £81,232

Benefit: Several NE London

Amount recommended: £71,000

Purpose of grant request: Three year revenue funding for a Project Officer to help deliver London 2012 legacy project to increase participation of disabled children and adults in sport.

Background

British Wheelchair Sports Foundation (aka 'Wheelpower') is the national charity for wheelchair sport in the UK. The organisation was founded by Sir Ludwig Guttmann, a German spinal injuries doctor, who created the Stoke Mandeville Games - an event that was the forerunner for the Paralympic Games that were first held in Rome in 1960. Today 'Wheelpower' provides impressive sporting facilities at Stoke Mandeville Stadium - recognised as the spiritual birthplace of the Paralympics - primarily for disability sport but open for use by all of the local community; runs events to encourage involvement in disability sport including the Inter Spinal Unit Games and sporting camps for disabled children; and provides sports wheelchairs for a range of different sports through its 'wheel appeal'.

'Wheelpower' played a big role in the 2012 Paralympic games including by hosting the Paralympic Flame Lighting Ceremony. The success of the games has continued to have a huge impact on its work and has led to a 50% increase in disabled people visiting Stoke Mandeville Stadium. The International Paralympic Committee has announced that Stoke Mandeville will be involved in all future Paralympic Games Torch Relays.

Funding History

None

Current Application

Building on the 2012 Paralympic legacy, Wheelpower is working with partners including London Legacy Development Corporation and several East London boroughs to deliver 'Motivate East' (formerly 'Together East'), a three year programme of work to increase participation in sport by disabled people in the 2012 'host boroughs'. Motivate East includes multi-sports events for both adults and children; a disability sports equipment loan scheme; and courses to help local sports coaches ensure that sporting activity is inclusive. Substantial funding has been secured from Sport England and the London Legacy Development Corporation.

With this application Wheelpower is requesting funding for a Project Officer to manage the sports equipment loan scheme.

The need for sporting equipment loans emerged following consultation in the Host Boroughs. Funding for the actual equipment – such as throw-down sport markings, sports wheelchairs, swimming aids, adaptive bikes and goal ball equipment - is fully secured but a Project Officer is needed to manage the loan scheme. The Project Officer will work with schools, clubs, day care centres, youth groups and housing estates to ensure they have the equipment they need. S/he will create and manage a tracking system for equipment, coordinate transport across the Boroughs, and organise storage and maintenance. In addition, the Officer will provide some support for the multi-sports events.

Financial Observations

Audited accounts for the year ended 31 March 2013 show turnover of £1,635,615 and a surplus of £204,517 (12.5% of turnover), comprising a surplus on unrestricted funds of £241,598 partially offset by a restricted fund deficit of £37,081.

The reserves policy states that the organisation aims to hold free unrestricted reserves at a minimum level of 3 months' running costs calculated by the charity as approximately £147,000. At 31 March 2013 free unrestricted reserves were ahead of this target at £380,969 equating to 7.8 months' worth of running costs.

The budget for the current year 2013/14 shows a deficit of £277,395, comprising a deficit on restricted funds of £322,797 partially offset by a surplus of £35,827 on unrestricted funds. Turnover is expected to be £1,054,886, of which £627,343 (69%) had been confirmed as at 20 September 2013.

Officer's Appraisal

The importance of this work to Wheelpower meant that they decided to recruit the Project Officer, prior to a City Bridge Trust funding decision being made, having successfully secured a small pot of funding from Arsenal Foundation which offsets some of the costs already accrued. The sum requested from the Trust has been adjusted accordingly and is reflected in the recommendation. (As the copy of accounts for 2012/13 received were unsigned it is advised that any grant be conditional upon receipt of a signed copy.)

Recommendation

£71,000 over three years (£16,000; £27,000; £28,000) towards the salary of a full time Project Officer and associated costs to run an equipment loan scheme and support multi-sport events as part of the Motivate East Paralympic legacy programme. The grant is subject to receipt of signed 2012/13 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)

11688

Date Received:

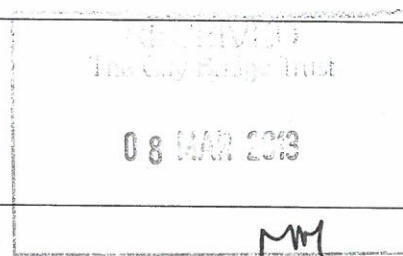
05/03/2013

Programme
Area:

01

1. About your organisation

Name of organisation applying for grant: The British Wheelchair Sports Foundation	
If the organisation is part of a larger organisation, what is its name?	
Address for correspondence: Stoke Mandeville Stadium Guttmann Road, Stoke Mandeville Buckinghamshire	
Postcode: HP21 9PP Is this your home address? No	
Contact person: Mr Chris Large	Position: Trust Fundraiser
Phone: 01296 395995	Fax:
E-mail: chris.large@wheelpower.org.uk	
Website: http://www.wheelpower.org.uk	
Legal status of organisation: Registered Charity	
If registered, please give charity number: 265498	
Date organisation established: 28/07/1948	



2. Request for funds

Under which of the Trust's themes are you applying (see our website or brochure for further details)? Accessible Sports
Purpose for which funds are requested: (25 words maximum) Three year revenue funding for a Project Officer to help deliver London 2012 legacy project to increase participation of disabled children and adults in sport.
How much funding is requested? Year 1: £26,282 Year 2: £26,885 Year 3: £28,065 Total: £81,232

3. Aims of your organisation

Every year thousands of people become disabled due to an accident or illness. Many more are born with a disability which means that they have to use a wheelchair. Sport has the power to positively change the lives of men, women and children with disabilities. WheelPower, the national charity for wheelchair sport, gives disabled people in the UK a chance to lead active lives through sport. The organisation aims to increase participation in wheelchair sport through a range of events, such as the Inter Spinal Unit Games. WheelPower works in partnership with national governing bodies of sport to increase opportunities for wheelchair and other disability sport within their programmes. The charity provides world class facilities at Stoke Mandeville Stadium to support disability sport. Finally, WheelPower aims to maximise the legacy from the London 2012 Olympic and Paralympic Games to benefit disabled people.

4. Main activities of your organisation

The charity works in partnership with all relevant sports bodies to provide and develop opportunities within wheelchair sport. It runs programmes at grass roots level to introduce young and newly disabled people to sport. It provides facilities at Stoke Mandeville Stadium for disability sport in an inclusive environment. WheelPower removes a major barrier to sport by providing manual sports wheelchairs to disabled people under the Wheel Appeal scheme. To illustrate the scale of the work, every year 80 recently paralysed people from Spinal Units throughout the UK receive an introduction to sport at the Inter Spinal Unit Games. Approximately 180 children from eight London Boroughs benefit from our annual Time to Shine sports event. The charity also runs the National Junior Games and sporting camps for disabled children where in total 500 children benefit from top class coaching, facilities and support.

5. Number of staff

Full-time	Part-time	Management committee members	Active volunteers
9	2	12	250

6. How do you support your volunteers?

Through On-line training, volunteer inductions, invitation to events, thank you letters and CRB checks as required.

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	54 years

8. Finance

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

Financial year ended -

Month: March

Year: 2013

Income received from:	£
Voluntary income	842,630
Activities for generating funds	761,074
Investment income	3,362
Income from charitable activities	28,549
Other sources	0
Total Income	1,635,615

Expenditure:	£
Charitable activities	1,020,702
Governance costs	34,212
Cost of generating funds	376,184
Other	0
Total Expenditure	1,431,098
Net (Deficit)/Surplus:	204,517
Other Recognised Gains/(Losses)	0
Net Movement in Funds	204,517

Asset position at year end	£
Fixed assets	6,772,768
Investments	0
Net current assets	427,578
Long-term liabilities	0
*Total A	7,200,346

Reserves at year end	£
Endowment funds	20,000
Restricted funds	6,023,382
Unrestricted funds	1,156,964
*Total B	7,200,346

* 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?

10. Material changes

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

11. Previous applications to the Trust

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

Month/Year:	Ref:	Grant received:	OR application rejected?
Month/Year:	Ref:	Grant received:	OR application rejected?
Month/Year:	Ref:	Grant received:	OR application rejected?

12. Previous funding received

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

	Year: 2010	Year: 2011	Year: 2012
(i)			
(ii) Host Boroughs		10,000	8,000
(iii)			
(iv)			
(v)			
(vi) Sport England	56,000	0	31,510
Arts Council	0	0	2,500
Aylesbury Vale District Council	22,000	32,000	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: 2011	Year: 2012
Bruce Wake Charity	20,000	15,000
E B M Charitable Trust	10,000	0
Boost Charitable Trust	5,000	5,000
H B Allen Charitable Trust	5,000	5,000
52 Grants of £5,000 or less	0	59,051
38 Grants of £5,000 or less	42,305	0

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

One of our main responsibilities is to oversee the management of Stoke Mandeville Stadium and the Olympic Lodge Hotel which acts as accommodation for visiting athletes. These are large buildings and therefore we have installed a number of energy saving devices. This includes a new pool cover to reduce heat loss. We have also added increased insulation to the roof of the Lodge. We have a Energy Champion on site and encourage staff and service users to car share or use public transport if possible. We also source local ingredients for our cafe, where possible.

15. Purpose

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

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

The aim of the Project is to increase participation in sport by children and adults with disabilities. This Project is led by the London Legacy Development Corporation and WheelPower is the delivery organisation. The Project will operate in Hackney, Tower Hamlets, Waltham Forest, Greenwich and Newham. The are four key objectives to the Project, which runs from March 2013 to March 2016 are:

- To deliver two multi sports events per year for children and young people with disabilities. These events will in total benefit 400 children per year.
- To deliver one multi sport event per year for disabled adults. This is a one day event with an attendance figure of 150 adults per year.
- To provide hundreds of pieces of disability sport equipment which will be loaned to a variety of organisations such as sports clubs, schools, hospitals and disability sports clubs.
- Deliver courses to improve the skills of coaches and signpost all event participants to regular sporting activity within their local community.

WheelPower is seeking funding to support the costs of the Project Officer post which will cost £81,232 over three years.

All other funding to support the Project has already been secured through a variety of sources including Sport England, Host Boroughs, and the London Legacy Development Corporation.

Research indicates that three out of four disabled Londoners are inactive and this is more than double in comparison to non-disabled Londoners. The majority of disabled Londoners said that they did not view activity as a viable lifestyle choice. Disabled people have been consulted when planning the Project through 16 local and national organisations including Leonard Cheshire Disability, British Blind Sport and grassroots sports clubs.

The work will be delivered through events, provision of equipment, and skills development. The events will be held in Summer and Autumn each year. The first event is on 7th September 2013 and will be held at the Copper Box in the Queen Elizabeth Olympic Park. This will be a one day event attended by 250 disabled children. This annual event will enable children to experience a wide range of disability sports including wheelchair basketball, goalball and boccia. The first annual event for 150 disabled adults will be held in East London in Summer 2013.

We will also provide disability sports equipment for use by a variety of clubs and groups. Consultation identified that there is a lack of equipment for disabled people to use. Funding has been secured to purchase equipment including sports wheelchairs, bespoke throw down sport markings, swimming aids, and adaptive bikes. The Project Officer will be tasked with accounting for each piece of equipment and making sure that it gets to the right group at the right time. Monitoring will enable us to report back on how many people have used the equipment within each Borough. Disabled people we consulted with felt that lack of access to the right equipment was a specific barrier to participation.

The Together East Project fits the Trust's priority area of Accessible Sports within the Working with Londoners Programme and it specifically meets the outcome of increasing the number of disabled Londoners actively involved in sports. As a leader in disability sport and with an excellent track record in increasing participation, WheelPower is the right organisation to deliver the Together East Project.

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

Monitoring and evaluation will be carried out by Katie Young, Development Manager of the Project. Katie will work with the Project Officer to collate user data on age, gender, disability, ethnicity, location and the type of activity undertaken. We will also seek comments and suggestions from all children and adults who attend events. These will be used to inform our ongoing work and planning in years two and three. In addition we will work with all partners to ensure that any feedback they have is collated and reviewed. If we are successful in gaining a grant from the City Bridge Trust we will ensure that we can provide all monitoring data provided.

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?			
400			
What age group will benefit? Adult, All children & young people			
In which local authority is your organisation based?			
Outside London			
Which borough(s) of Greater London will benefit from this grant? (if more than one, please give % for each)			
Tower Hamlets (20%), Newham (20%), Hackney (20%), Greenwich (20%) and Waltham Forest (20%).			
At what address will the activity be located?			
The Project will operate within the Host Boroughs of the London 2012 Olympics and Paralympics. It will also utilise the Queen Elizabeth Olympic Park.			
What will the ethnic grouping(s) of the beneficiaries be?			
	%		%
White - British	30	Black - Caribbean	10
White - Irish	1	Black - African	10
White - Other (please describe)		Black - Other (please describe) Mixed - White & Caribbean/African	10
Asian - Indian	10	Black - British	10
Asian - Pakistani	7	Chinese	1
Asian - Bangladeshi	10		
Asian - Other (please describe)		Other (please describe)	
Mixed - White & Asian	1		
			Open to everyone
What proportion of the beneficiaries will be disabled people?			
100%			

18. Funding required for the project

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

(List main expenditure headings and amounts)

Expenditure heading	Year 1 £	Year 2 £	Year 3 £	Total £
Events	67,500	66,500	66,500	200,500
Sports Equipment	79,960	47,256	40,483	167,699
Legacy Ambassadors	74,667	74,667	74,667	224,001
Skills Training and Coaching	29,865	29,865	29,865	89,595
Development Manager (Full-Time Employee based at University of East London)	39,711	41,686	43,176	124,572
Project Officer (Full-Time Employee based at University of East London - specific funding request for this post by City Bridge Trust)	26,282	26,885	28,065	81,232
Local Activators	26,000	26,000	26,000	78,000
Contract Management and Legacy Ambassadors Co-ordination	30,000	20,000	20,000	70,000
Project Management	11,675	10,800	12,463	34,938
TOTAL	385,660	343,659	341,218	1,070,536

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

Source	Year 1 £	Year 2 £	Year 3 £	Total £
London Legacy Development Corporation	80,000	75,000	65,000	220,000
Host Boroughs	15,000	15,000	15,000	45,000
Lee Valley Regional Park Authority	4,000	4,000	4,000	12,000
TOTAL	99,000	94,000	84,000	277,000

What other funders are currently considering the proposal?

Funder	£
None at present	
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 £
Salary	18,000	19,080	20,000	57,080
NIC	1,422	1,571	1,698	4,691
Pension	1,620	1,717	1,800	5,137
Phone purchase	80	0	0	80
Phone bill	480	509	533	1,522
Computer	500	0	0	500
IT support	240	254	267	761
Stationery	200	0	0	200
Office costs	240	254	267	761
Office space rental	3,000	3,000	3,000	9,000
Travel	500	500	500	1,500
TOTAL	26,282	26,885	28,065	81,232

20. Funding requested from the Trust (continued)

When will the funding be required?

01/08/2013

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

If so, how will it be resourced?

We would seek further continuation funding from Sport England, Trusts and Corporate sources. Our work to develop the skills of coaches within the existing clubs means that there is a legacy created by the work. The Project could be replicated in other London boroughs after the three year period has elapsed.

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

Not applicable - no planning permission required.

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: Mrs Tizzy Bowman

Organisation: Carillion Plc

Address:

Carillion Building
White Lion Court
Swan Street
Isleworth
Middlesex
TW7 6RN

Tel: 07891 568684

E-mail: tizzy.j.bowman@carillionplc.com

Declaration on behalf of applicant organisation

I, PAUL RUSHTON (your name)

am an authorised representative of

THE BRITISH WHEELCHAIR SPORTS FOUNDATION (your organisation)

within which I am HEAD OF FUNDRAISING (your position)

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

Signature  Date 6 MARCH 2013

How your information will be used by the Trust

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

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

Our contact details for enquiries about how we process your information are:
The City Bridge Trust, City of London, PO Box 270, Guildhall, London EC2P 2EJ. Telephone: 020 7332 3710

Concerns over fraud and corruption

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

Return the completed form to: The City Bridge Trust

City of London
PO Box 270
Guildhall
London EC2P 2EJ

Please

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