

MEETING: 09/01/2014

Ref: 11991

ASSESSMENT CATEGORY - Bridging Communities

St Ethelburga's Centre for Reconciliation and Peace

Adv: Karisia Gichuke

Amount requested: £89,589

Base: City

Benefit: Several London boroughs

Amount recommended: £89,500

Purpose of grant request: To develop a support programme for emerging leaders from divided communities in London to build improved community relations and promote community engagement.

Background

It is ten years since St Ethelburga's reopened as a centre for reconciliation and peace following its destruction by the 1993 Bishopsgate bomb. The Centre's work went from strength to strength and it became renowned for work in the field of reconciliation and peace where people of all faiths and none can come together in the spirit of peace.

The Centre is a busy and well-used space hosting activities concerned with reconciliation and peace-making within London and around the world. These include facilitating discussions between people in conflict from London and wider afield; skills training workshops on reconciliation practice; public and private dialogue between people from different sides of conflicts or different religious traditions. The Centre also provides safe space and skilled facilitation for private reconciliation projects and is about to start delivering an MA course in the ethics and practice of reconciliation (in partnership with the University of Winchester). It runs a well-attended music and poetry programme, 'Listen to The World', funded by the Arts Council. It also has partnerships and collaborative projects with a number of organisations, for example it has facilitated an exchange programme over the last four years for young people from Newry (Northern Ireland) and Tower Hamlets.

Funding History

You have funded St Ethelburga's Centre for Reconciliation and Peace on two occasions in the last 10 years. In 2007 a two year grant of £45,000 was approved to develop a comprehensive training course in approaches to reconciliation and establish a learning bank to share the Centre's experience of effective reconciliation work. In 2009 a one year grant of £15,000 was given to disseminate the training course more widely.

Current Application

The current application is to develop a programme for emerging leaders from divided communities in London, to bring them together to improve community relations and promote community engagement.

Over the last two years St Ethelburga's has brought together young people from divided communities in London, often through shared cultural activities, enabling them to meet together safely and identify potential for collaboration across boundaries. It has enabled participants to work together on projects in their own community, such as a cultural event for almost 100 Turkish and Greek Cypriots, involving music, dance, and storytelling, and a series of events for over 150 people from Sudan and South Sudan who live in London. It has provided training and development support for small groups of volunteer leaders from these communities to take joint work forward under their own auspices.

This proposal's objectives are to develop this work by creating a community reconciliation resource and training programme, with a focus on four divided communities in London, three of which have tensions arising from the socio-political history in countries of origin (Greek and Turkish Cypriot, Sudanese, and Columbian) and one community in Poplar, where the initiative will focus on four local estates where there is a history of tension and violence. The Centre will develop a training programme for young leaders in these communities and stimulate and support practical community engagement projects that involve wider numbers of people from these communities. Staff from the Centre will deliver this work together with freelance associates.

Financial Observations

Audited accounts for the year ended 31 December 2012 show an operating deficit of £133,147 (42.5% of turnover), comprising £19,695 on unrestricted funds, and £113,452 on restricted activity which was due to spending funds received in prior years. Gains on investments of £15,492 were achieved, resulting in an overall net decrease in funds of £117,655. The charity's reserves policy is to hold free unrestricted reserves equivalent to three months' worth of core revenue expenditure which based on the 2014 budget equates to £39,750. At 31 December 2012, free unrestricted reserves stood at £20,441, equating to 1.5 months' worth of 2014 expenditure.

In February 2013 a new strategic plan was agreed based on a reduced staff complement, greater involvement of volunteers and associates, and a plan for financial stability which includes seeking greater financial support from membership and a new social enterprise to market unused capacity of the building on a commercial basis. This new annual appeal and social enterprise initiative should help to build up reserves by generating surpluses on unrestricted funds. The forecast for 2013 shows total income of £249,185, of which £236,885 (95.1%) had been confirmed at 30th September 2013, and a small unrestricted fund surplus of £856 (0.3% of turnover). The budget for 2014 predicts a surplus of £31,000 (10.4% of turnover), comprising a surplus of £35,000 on restricted funds partially offset by a deficit of £4,000 on unrestricted

45
funds. Total income is expected to be £330,000, of which £65,000 (19.7%) has been confirmed as at 1st November 2013.

Officer's Appraisal

The centre has become renowned for its work in the field of reconciliation and peace and has turned itself into a home for those seeking non-violent resolution to conflict of any sort anywhere in the world, from neighbourly disputes and community tension to armed conflict and civil strife. This project draws on that experience of developing practical methods for helping people build relationships across divisions and applies it directly to facilitate engagement by divided communities in London.

Recommendation

£89,500 over three years (£33,700; £27,800; £28,000) for the salary and costs of developing a programme for emerging leaders from divided communities in London to build improved community relations and promote community engagement.



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)

11991

Date Received:

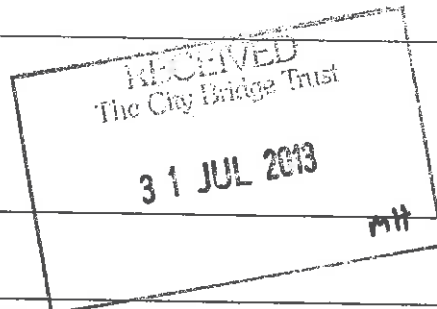
05/07/2013

Programme
Area:

02

1. About your organisation

Name of organisation applying for grant: St Ethelburga's Centre for Reconciliation and Peace	
If the organisation is part of a larger organisation, what is its name? N/A	
Address for correspondence: 78, Bishopsgate London	
Postcode: EC2N 4AG Is this your home address? No	
Contact person: Mr. Simon Keyes	Position: Director
Phone: 02074961618	Fax:
E-mail: simon@stethelburgas.org	
Website: http://stethelburgas.org	
Legal status of organisation: Company Limited by Guarantee	
If registered, please give charity number: 1121983	
Date organisation established: 01/08/1997	



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 develop a support programme for emerging leaders from divided communities in London to empower them to build improved community relations and promote community engagement.
How much funding is requested? Year 1: £33,721 Year 2: £27,768 Year 3: £28,100 Total: £89,589

3. Aims of your organisation

To help people build relationships across divisions of conflict, culture and religion

4. Main activities of your organisation

Our current goals are:

To develop community reconciliation projects and training

To explore new areas of reconciliation practice, including faith based responses to conflict, disagreement success, and the use of narrative and stories

To offer young people from different communities a chance to meet and explore difference through our Gullion Link project

To enable people to experience music, poetry and stories from areas of conflict and different spiritual traditions.

The unusual restored building and The Tent offer private spaces for people to meet each other. We are expert in a range of facilitation and dialogue methods and offer skilled support for difficult conversations.

5. Number of staff

Full-time	Part-time	Management committee members	Active volunteers
1	4	7	15

6. How do you support your volunteers?

We give them clear task descriptions, supervision and support, and involve them in our decision-making through community meetings and other methods. We have a well-developed Volunteer Policy.

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: December**

Year: 2012

Income received from:	£
Voluntary income	246,369
Activities for generating funds	59,194
Investment income	7,369
Income from charitable activities	0
Other sources	0
Total Income	312,932

Expenditure:	£
Charitable activities	423,109
Governance costs	2,315
Cost of generating funds	20,655
Other	0
Total Expenditure:	446,079
(Deficit)/surplus for the year:	(133,147)

Asset position at year end:	£
Fixed assets	1,722,804
Investments	159,882
Net current assets (liabilities)	53,469
Long-term liabilities	0
*Total A:	1,933,155

Reserves at year end:	£
Endowment funds	0
Restricted funds	1,743,245
Unrestricted funds	189,910
*Total B:	1,933,155

* 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:

The staffing structure was remodelled in January 2013, reducing the core staff to 1 full-time and 4 part-time staff, with projects delegated to associates and volunteers. The annual budget was reduced by 40% and new forms of income generation put in place, including an appeal to members and a new social enterprise. These changes aim to create a sustainable future for the organisation.

11. Previous applications to the Trust

Have you applied to the Trust before? If so, please give details:				
Month/Year:	04/09	Ref:	9276	Grant received: £15,000 OR application rejected? No
Month/Year:	04/07	Ref:	7893	Grant received: £45,000 OR application rejected? No
Month/Year:	10/99	Ref:	0	Grant received: £150,000 OR application rejected? No

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)			0
(ii)			0
(iii)			0
(iv)			0
(v) DCLG	9,000		0
(vi) Awards for All	0	8,640	0
Arts Council	0	0	8,973
Faiths in Action (CDF)	6,000	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: 2011	Year: 2012
Tudor Trust	35,000	64,750
Rayne Foundation	45,000	45,000
Kitchin trust	19,000	19,155
Sir Halley Stewart Foundation	18,500	9,800
Kirby Laing Foundation		25,000
Camelia Foundation		7,500
Worshipful Company of Leathersellers		10,000
Worshipful Company of Saddlers		5,000
Lloyds Charities Trust		5,000

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

We are gradually replacing all light fittings with low energy LED bulbs. We have an active recycling policy. We discourage private car use and the use of bottled water. we are reducing printer and paper usage

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.

A striking characteristic of London's diversity is the presence of many diaspora communities from areas of conflict. These communities often reflect the divisions and tension back home and can become inward looking, isolated and hostile to each other, unable or unwilling to engage with the wider London community.

Our proposed new Community Reconciliation Project aims to work with young leaders from four such divided communities to bring people from different sides of these divisions together, build relationships and trust, and encourage practical forms of collaboration which will benefit wider society.

This project seems to fit very closely with the aims of CBT's Bridging Communities programme in that it addresses directly some of the challenges which relate to diaspora groups within the tapestry of London's diversity. It aims to tackle the specific issue of those London communities which are polarised by conflicts elsewhere in the world.

This project arises from successful pilot work over two years with Londoners from the divided Cypriot, Sudanese and Sri Lankan communities here. This has been driven by a desire from younger members of these communities to reduce tensions between these groups and find ways of collaborating to alleviate some of the problems in London and at home.

We have supported young leaders from both sides of these communities to organize cultural and dialogue events in St Ethelburga's which bring their communities together, which in turn is leading to practical collaborative work which benefits the wider community.

"Community Reconciliation" describes the four step process that has emerged from this exploratory work:

- a) Bringing together people from different sides of divided communities.
- b) Identifying and supporting community leaders
- c) Inter-community dialogue to break down divisions and identify potential for collaboration
- d) Working together on joint community engagement projects

We now wish to formalise this work into a properly structured project. Working initially with 10 young leaders we will co-create a Community Reconciliation programme which will enable these and other leaders to extend this work to larger numbers of people in the Sudanese and Cypriot communities.

This work draws on St Ethelburga's unique skills and experience, cultivated over ten years, in helping people build relationships across divisions of conflict, culture and religion, and makes good use of our specially adapted building. The project has been initiated and managed by Simon Keyes, Director of St Ethelburga's, who will remain directly involved alongside freelance associates.

Objectives

1. To create a Community Reconciliation resource and training programme with and for leaders of divided communities
2. To extend the two existing Community Reconciliation projects further into the Sudanese and Cypriot communities
3. To stimulate and support practical community engagement projects by these communities
4. To develop similar new Community Reconciliation projects in two other divided communities

Outcomes

This project will have a substantial and significant impact in two of CBT's programme outcome areas:

- a) 40 leaders from four divided communities in London will be enabled to bring together their communities to bridge their divisions. This will be reflected in improved community relations
- b) Up to 500 people from different sides of these communities will work together on new community engagement projects

Specific output measures have been developed for each of the above objectives to enable the project to be properly planned and monitored and its outcomes evaluated (See detailed proposal). The project exemplifies CBT's Principles of Good Practice with regard to user involvement, diversity, participation of volunteers. We are making progress on greening St Ethelburga's within the constraints imposed by a Grade 1 listed mediaeval building.

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

Monitoring structures will be established to measure progress against each of the fur project objectives, such as:

- Specification of contents of CR resource finalised
- Number of modules completed
- Numbers of leaders participating in training
- Feedback from leaders on quality and relevance of training
- Number of people attending cultural and dialogue events
- Feedback from these participants
- Similar measures for the development and delivery of community engagement projects

We will develop three primary evaluation criteria

- a) quantitative (% progress towards objectives)
- b) qualitative (degree of satisfaction from leaders and project participants)
- c) Outcome-based (tangible results under Outcomes a and b)

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?

500

What age group will benefit? **Adult, over 16 years, over 60**

In which local authority is your organisation based?

City

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

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

Camden; Hackney; Kensington and Chelsea; Southwark; Tower Hamlets

At what address will the activity be located?

City; Camden; Hackney; Kensington and Chelsea; Southwark; Tower Hamlets

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

	%		%
White - British	30	Black - Caribbean	
White - Irish	10	Black - African	30
White - Other (please describe) Greek and turkish Cypriots	30	Black - Other (please describe)	
Asian - Indian		Black - British	
Asian - Pakistani		Chinese	
Asian - Bangladeshi			
Asian - Other (please describe)		Other (please describe)	
Open to everyone			

What proportion of the beneficiaries will be disabled people?

10%

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 time (Director 25%/20%/15%)	10,750	8,772	6,772	26,294
Associates (freelance staff)	8,000	10,000	12,000	30,000
NHI & pension	1,612	1,315	1,015	3,942
Volunteers expenses	1,200	1,500	2,000	4,700
Direct project costs (pump priming project activities)	2,000	3,000	4,000	9,000
St Ethelburga's management charge	3,363	3,431	3,499	10,293
Building facilities & technical support for events	4,000	6,000	6,000	16,000
IT support and website	2,000	1,000	1,000	4,000
Creation of CR resource (inline and rited manual)	3,000	0	0	3,000
Contingency (5%)	1,796	1,750	1,814	5,360
TOTAL	37,721	36,768	38,100	112,589

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

Source	Year 1 £	Year 2 £	Year 3 £	Total £
Income generation from events	4,000	6,000	6,000	16,000
Fundraising target or projects	0	3,000	4,000	7,000
TOTAL	4,000	9,000	10,000	23,000

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 time (Director 25%/20%/15%)	10,750	8,772	6,772	26,294
Associates (freelance staff)	8,000	10,000	12,000	30,000
NHI & pension	1,612	1,315	1,015	3,942
Volunteers expenses	1,200	1,500	2,000	4,700
Direct project costs (pump priming project activities)	2,000	0	0	2,000
St Ethelburga's management charge	3,363	3,431	3,499	10,293
Building facilities & technical support for events	0	0	0	0
IT support and website	2,000	1,000	1,000	4,000
Creation of CR resource (online, video and printed materials)	3,000	0	0	3,000
Contingency (5%)	1,796	1,750	1,814	5,360
TOTAL	33,721	27,768	28,100	89,589

20. Funding requested from the Trust (continued)

When will the funding be required? 01/10/2013
Is the activity to continue beyond the period for which funding is requested? If so, how will it be resourced? If successful this project will be integrated into St Ethelburga's core activities and be funded through the organisation's future income generation activities
If any planning or other statutory consents are required for the project to proceed, what stage have the applications reached? None 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:	Tim Joss, Director
Organisation:	Rayne Foundation
Address:	100 George Street London W1U 8NU
Tel:	(0)20 7487 9656
E-mail:	tjoss@raynefoundation.org.uk

Declaration on behalf of applicant organisation

I, SIMON KEYES (your name)

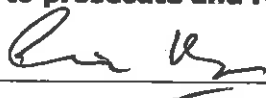
am an authorised representative of

ST ETHELBERGAS CENTRE (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. 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 20 July 2012

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