

MEETING: 09/01/2014

Ref: 11961

ASSESSMENT CATEGORY - Improving Londoners' Mental Health

Ace of Clubs

Adv: Sandra Davidson
Base: Lambeth
Benefit: Lambeth,
Southwark, Wandsworth &
Westminster

Amount requested: £34,500
{Revised request: £47,400}
Amount recommended: £47,400

Purpose of grant request: To part fund the salary of our Day Centre Manager over the next three years helping us transition into being a fully self-funding organisation.

Background

The Ace of Clubs has been running for eighteen years since its humble, ad hoc, beginning in May 1995. It provides a welcoming and family-like community for those who are homeless, vulnerable and otherwise marginalised in South London. Its activities take place in the old school building of St. Mary's primary school on St. Alphonsus Road, Clapham.

The charity aims to support and transform the lives of mainly destitute or marginalised members of society. This is achieved by providing free professional advice, health care, and emotional support, so that people can make informed and responsible decisions about their lives. As well as advice, meals are served every day and addiction support is provided. Clothing, laundry and shower facilities are available and there are also educational and training opportunities, alongside leisure activities. The centre is open 9am-4pm Monday to Friday. The organisation also manages two charity shops in the Clapham area.

At the moment the charity supports over 120 people each day. The number of people accessing the services has doubled over the last year due to the recession, job losses and a severe increase in homelessness. The centre provides a much needed base for local homeless, as well as an invaluable community for a number of older people living alone in the area. At the time of your officer's visit the Centre was very busy and was clearly of great benefit to some very vulnerable people.

Funding History

None

Current Application

This application is towards the salary costs of a Centre Manager to ensure the overall safe management of the centre and general service as well as to help deliver advice and advocacy services including referral to other, specialist, agencies as appropriate. During the last year, the organisation has seen a rise in the number of clients identified as having mental health

issues. Over 780 people were seen by the staff team last year. As a result of the interventions 85% of clients have shown a positive outcome with regard to their mental health and wellbeing. The age group of attendees is mainly 25-50, most of whom are male users. The Centre Manager acts as the lead person liaising with external agencies and in offering more targeted in-house services to an increasing case load of clients. The post holder acts as a vital link between services and is often the clients' only trusted professional link working with on average 30-50 people per day. The new rules on benefits have had a profound effect, impacting on many clients who may need additional support to get back on their feet.

Financial Observations

Officer's Appraisal

The Audited accounts for the year ended 31 July 2012 show a surplus of £18,975 (10.8% of turnover), comprising a surplus on unrestricted funds of £21,018 partially offset by a deficit of £2,043 on restricted funds.

The reserves policy states that the organisation aims to hold free unrestricted reserves equivalent to three months' worth of operating costs which equates to £39,942 based on 2013/14 budgeted expenditure. As at 31 July 2012 free unrestricted reserves stood at £66,885, equating to five months' worth of current year expenditure.

The outturn for 2012/13 shows a deficit of £32,559 (17.7% of turnover) comprising deficits of £14,879 on restricted funds and £17,680 on unrestricted funds. This would reduce the free unrestricted reserves position to £49,205, equivalent to 3.7 months' worth of expenditure.

The budget for 2013/14 projects a further deficit of £31,717 (24.8% of turnover), all on unrestricted funds. This deficit would further reduce the free unrestricted reserves position to £17,488, which equates to 1.3 months' worth of expenditure. Total income is expected to be £128,050, of which £109,650 (86%) has been confirmed as at 4 November 2013.

The organisation's Director advises that he has implemented a process of restructure geared towards generating more income and reducing costs. Reorganisation of the charity shops (which is now complete) should reduce their costs, while a new bicycle-repair enterprise should generate £4-5,000 surplus per annum as its core costs are met by another funder. Longer term plans include offering some unused property assets to a developer in exchange for renovation of on-site space into flats which should generate rental income.

Officer's Appraisal

Ace of Clubs is a very busy establishment and has seen a rise in clients in the past year. The range and quality of services is impressive as it clearly understands the needs of its client group and has the skills to provide appropriate support, in the right way. As an organisation that is new to

the Trust, it did not want to appear to be asking for too much and originally only requested part of the cost for the Centre Manager's post excluding any associated costs. During assessment, it became apparent that given the close fit to your priorities, there would be value in the organisation requesting an increased level of funding to make the project viable. A revised request has been submitted and this is appended at Appendix A.

Recommendation

£47,400 over 3 years (£10,400; £18,500; £18,500) towards the salary and associated costs of a Centre Manager (30hpw), subject to the Trust not being the organisation's largest single funder in years 2 & 3.



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)

11961

Date Received:

05/07/2013

Programme
Area:

03

1. About your organisation

Name of organisation applying for grant: Ace of Clubs	
If the organisation is part of a larger organisation, what is its name?	
Address for correspondence: St Alphonsus Road Clapham London	
Postcode: SW4 7AS Is this your home address? No	
Contact person: Mr David Logan	Position: Director
Phone: 020 7720 2811	Fax:
E-mail: davidlogan@aceofclubs.org.uk	
Website: http://www.aceofclubs.org.uk	
Legal status of organisation: Registered Charity	
If registered, please give charity number: 1055187	
Date organisation established: 31/07/1995	

Stamp: RECEIVED The City Bridge Trust 05 AUG 2013 MH

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 part fund the salary of our Day Centre Manager over the next three years helping us transition into being a fully self-funding organisation.
How much funding is requested? Year 1: £11,500 Year 2: £11,500 Year 3: £11,500 Total: £34,500

3. Aims of your organisation

To provide a welcoming and accepting family-like community for local homeless, vulnerable and marginalised people who are damagingly lonely.

To provide support and empower homeless, mentally unwell and vulnerable people in our borough to transform their lives.

To support people in making a permanent transition into healthy living and maintaining this change.

4. Main activities of your organisation

Daily provision of a welcoming family-like community which offers a wide range of transformative support services as follows:

Immediate Support includes:

Hot meals, Warm Shelter, Showers, Laundry, Health Clinic, Postal Address, First Aid, Safety & Protection from various forms of abuse, friendship.

Longer-Term In-Depth Support includes:

Welfare Advice, Housing Support, Connections & visits with Mental & Physical Health Experts, Optician, Art Club, Bike Club, Accredited and Non-accredited Training & Education Courses, Volunteering Opportunities, Money Management Support, Safeguarding Services for particularly Vulnerable people, Community for older people, Addiction Services Support, Womens Services Connections, Referral Service to appropriate external partners, Winter Night Shelter for homeless people.

5. Number of staff

Full-time	Part-time	Management committee members	Active volunteers
2	3	6	35

6. How do you support your volunteers?

We daily provide structured volunteer guidance, training, feedback, debriefing and encouragement. We work together with our volunteer forum granting them input and influence into how we run. We seek out their strengths and interests with them to find how they can best develop with us.

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	15 Years

8. Finance

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

Financial year ended - **Month: July**

Year: 2012

Income received from:	£
Voluntary income	160,727
Activities for generating funds	0
Investment income	53
Income from charitable activities	15,425
Other sources	0
Total Income	176,205

Expenditure:	£
Charitable activities	156,316
Governance costs	914
Cost of generating funds	0
Other	0
Total Expenditure:	157,230
(Deficit)/surplus for the year:	18,975

Asset position at year end:	£
Fixed assets	9,279
Investments	
Net current assets (liabilities)	81,764
Long-term liabilities	0
*Total A:	91,043

Reserves at year end:	£
Endowment funds	0
Restricted funds	14,879
Unrestricted funds	76,164
*Total B:	91,043

* 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:	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) None			
(ii) None			
(iii) None			
(iv) None			
(v) None			
(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: 2011	Year: 2012
Harold Hood Trust	10,000	10,000
Streetsmart	10,000	10,000
Lloyds TSB Foundation	10,000	10,000
ES Dispossessed Fund / LCF	0	16,500
Peter Minet Trust		3,000

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

We decreased vehicle usage as far as possible to one vehicle and are creative in our transport needs.
 We train mentally unwell people in building bikes so that no one needs to use polluting transport in our staff team or clientele. We are part of London's cycling campaigns.
 We recycle 90% of our waste and, working with local council to expand our recycling facilities.
 We use minimal energy and appliances.
 We collect waste food from the local supermarkets and food outlets, cooking with it for 120 vulnerable people per day. It would otherwise be high-carbon waste.
 We take in donations from local people from furniture to clothing to reuse or recycle it when we house vulnerable people.
 We partner with recycling company Choice to ensure all our unwanted goods including electrical items are recycled.
 We partner with local organic meat, fruit and veg and egg providers.

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.

We assessed the need for the role over 24 months through daily staff reports on member numbers, their needs, challenges and progress. We evaluated how these progressions related to the role of centre manager - It shows to be pivotal in 95% of cases.

We assessed through member-led forums, feedback forms and sessions. Again the role showed as key to the progress made by our mentally unwell members.

Our internal reports show the number of vulnerable people in need of and engaging with our services has more than doubled in 14 months (from 700 to 1600 per month).

We have gotten 184 rough sleepers housed and supported in 24 months, 163 of whom suffered mental health issues. We provided mental health support for 780 people in 12 months.

Overall 7 out of 10 members suffer with life-altering mental health issues.

According to these assessments, the above made profound improvement on the mental health of 3,500 regular members. 85% said the family-like community of Ace of Clubs has improved their mental health, helping them to stabilise.

External factors like welfare reforms and cuts to vulnerable peoples services mean overwhelming numbers of people are entering poverty and homelessness.

There are increasing numbers of economic migrants and refugees in our services falling into homelessness and deteriorating mental health.

Increasing numbers of young people are coming for help, unable to find work or sustain tenancies. This results in homelessness, robbing them of purpose and leading to increasing mental health issues.

With these issues at play many people are turning to substance misuse, resulting in mental health breakdown.

The above factors are all taking effect on the mental health of 75% of our members.

The work will be delivered by our Centre Manger who will:

- run weekly mental health programme
- link between mentally unwell members and mental health services.
- develop partnerships increasing our capacity to help each individual.
- oversee administration.
- delegate to staff/volunteers,
- oversee training & support programmes

The projects 4 clear objectives for grant duration are as follows:

1. To see more homeless and transient people and rough sleepers in touch with mental health services and reporting improvements in well-being
2. To see more people with mental health problems successfully managing to live independently or in supported accommodation.
3. To see fewer older people lonely with depression and more people reporting improvements in well-being
4. To see more offenders receiving help and support with improved mental health.

We will introduce a weekly programme of Mental Health Assessments, Support Groups including restorative classes and activities, Counselling & Referral Services and a Cycling Club. Outcomes will be reported daily to describe the impact of our project, recording improvements in members' mental health due to the development of these outputs.

We are the right organisation to deliver the work as we have the fully trained and highly experienced staff. 90% of our members engaging daily are mentally unwell. We have a unique relationship with these people where they respond to our support.

The project will improve the mental health of Londoners by providing them with purposeful and empowering activities boosting their skills and self-esteem. It will help engagement with others, working in teams and linking into Mental Health Services. We provide a supportive community to play an active role in.

The project meets Principles of Good Practise with Mental Health, involving members in planning through member forums, welcoming all people with our open door policy, valuing diversity. We value and support volunteers, involving them in decisions and giving structured feedback.

Centre Manager Job description attached. Rate of Pay: £21,500 PA.

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

Monitoring:
 In our daily, monthly and annual reports we will
 -Record the number of people attending mental health assessments and meetings here at our centre
 -Record number and progress of referrals to specialist mental health services.
 -Build case studies for each person plotting their progress
 In our monthly reports we will
 -Collect feedback through forms and face to face conversations with our members and our members forum to learn how their mental health has been improved.
 Evaluation:
 We will then interpret the monitoring data with the help of our nurse and our borough's partnering mental health team to determine both an internal and external perspective on the projects value and success - Looking at numbers/percentages of people improving through it.
 We will provide evaluation questionnaires to each members to have them assess the value and impact of the project on their mental health.

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? 5,000			
What age group will benefit? Adult, over 60, over 16 years			
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) Lambeth; Southwark; Wandsworth; Westminster			
At what address will the activity be located? Clapham in Lambeth			
What will the ethnic grouping(s) of the beneficiaries be?			
	%		%
White - British	30	Black - Caribbean	10
White - Irish	10	Black - African	10
White - Other (please describe) 20% White European		Black - Other (please describe)	
Asian - Indian	5	Black - British	10
Asian - Pakistani		Chinese	5
Asian - Bangladeshi			
Asian - Other (please describe)		Other (please describe)	
Open to everyone			Yes
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 £
Ace of Clubs Day Centre Manager Salary	21,500	21,500	21,500	64,500
TOTAL	21,500	21,500	21,500	64,500

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

Source	Year 1 £	Year 2 £	Year 3 £	Total £
Fundraising Events & Activities	0	7,000	0	7,000
Streetsmart	10,000	0	0	10,000
TOTAL	10,000	7,000	0	17,000

What other funders are currently considering the proposal?

Funder	£
No other applications currently out for this	
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 £
Part Funding of Day Centre Manager Salary	11,500	11,500	11,500	34,500
TOTAL	11,500	11,500	11,500	34,500

20. Funding requested from the Trust (continued)

When will the funding be required? 07/10/2013
Is the activity to continue beyond the period for which funding is requested? If so, how will it be resourced? If we receive this grant it will give us time and resources to grow regular donors, grow our retail and social enterprise profits by 167%, develop our property to produce significant income, continue application for future grants, continue increasing service efficiency making more money available for this. In 3 years we will be fully self-funding.
If any planning or other statutory consents are required for the project to proceed, what stage have the applications reached? No consents are 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: Kate Moralee
Organisation: London Community Foundation (LCF)
Address: London Community Foundation, 357 Kennington Lane, London SE11 5QY
Tel: 020 7582 5117
E-mail: kate@londoncf.org.uk

Declaration on behalf of applicant organisation

I, DAVID LOGAN (your name)
am an authorised representative of
ACE OF CLURS (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 15.7.2013

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

APPENDIX A

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 £
Centre & Welfare Manager Salary	21,500	21,500	21,500	64,500
Direct Project Management Cost	2,500	2,700	2,900	8,100
Overhead Costs (e.g. Utilities, Rent)	2,100	2,200	2,350	6,650
Training Costs	1,000	1,000	1,000	3,000
Promotion/Marketing Costs	1,000	500	300	1,800
Materials Costs	500	600	700	1,800
Travel Costs	300	350	375	1,025
TOTAL	28,900	28,850	29,125	86,875

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

Source	Year 1 £	Year 2 £	Year 3 £	Total £
Red Nose Day	18,500	0	0	18,500
TOTAL	18,500	0	0	18,500

What other funders are currently considering the proposal?

Funders	£
Fundraising Applications On-going	0
TOTAL	0

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 £
Centre & Welfare Manager Salary	3,000	18,500	18,500	40,000
Direct Project Management Cost	2,500	0	0	2,500
Overhead Costs (e.g. Utilities, Rent)	2,100	0	0	2,100
Training Costs	1,000	0	0	1,000
Promotion/Marketing Costs	1,000	0	0	1,000
Materials Costs	500	0	0	500
Travel Costs	300	0	0	300
TOTAL	10,400	18,500	18,500	47,400