

MEETING: 09/01/2014

Ref: 12014

ASSESSMENT CATEGORY - Making London More Inclusive

Action for Kids

Adv: Ciaran Rafferty

Base: Haringey

Amount requested: £82,500

{Revised request: £107,700}

**Benefit: Several North
London boroughs**

Amount recommended: £107,700

Purpose of grant request: To provide Job Coaching to support young people with learning disabilities into paid employment.

Background

Action for Kids (AfK) is a charity that helps young people with physical and/or learning disabilities find greater levels of independence and opportunity, through the provision of mobility aids, employability training, and family support. It was established in 1991 and has grown since then to an organisation with a turnover of over £2m, working across the UK.

Funding History

AfK has received two previous grants from the Trust – the first, for £30,000, in February 2002 for a work experience project; and the second, in May 2009, for £75,000 for a core development post. Both grants were satisfactorily monitored.

Current Application

This application is to expand and develop a current - but limited - Job Coaching Service for disabled young people aged 19-25. The need for the project has come directly from young people themselves when the desire to work and/or to earn money ranked highest in a survey of what they would like to do or achieve. The charity has an extensive network of contact with young disabled people through its other services (including an active work-experience programme) and can state the need for a job-support programme with some confidence.

The application principally comprises funding for a full-time Job Coach who would devise a bespoke plan-of-action for each young person before allocating them to a fully-trained volunteer mentor. A key function for the Job Coach will be to liaise with potential employers to ensure that both they and the young person are clear in their respective responsibilities and to allay any fears or concerns on either side. When ready, the match will be made and the personal support for the employee will continue and will include building their general skills and confidence. The aim, of course, is for the young people to achieve and sustain employment but even if this doesn't occur the process of intensive and tailored support will undoubtedly help them develop skills which will aid their independence in

123

the long term. For the employers, the current scheme has shown that they will get used to having someone with disabilities in the workplace and will be more likely to offer real work opportunities in the future.

Financial Observations

Audited accounts for the year ended 31st March 2013 show a deficit of £169,234 (7.8% of turnover), comprising £109,515 on unrestricted funds and £59,719 on restricted activity.

The reserves policy states that the organisation aims to hold free unrestricted reserves equivalent to 6 months' worth of expenditure which equates to £1,223,985 based on 2013/14 budgeted expenditure. At 31st March 2013 free unrestricted reserves stood at £101,101, equating to 2.1 weeks' worth of expenditure.

The organisation advised that it has found it challenging at times to increase its level of free reserves whilst maintaining its services in the face of a drop in income. However, the budget for the current year 2013/14 shows a surplus of £28,265 (1% of turnover), most of which is on unrestricted funds. The charity advises that this improvement from the prior year's deficit position has been achieved through an overall increase in income, including lottery funding and more corporate support, coupled with a review of expenditure which resulted in a reduction in the number of staff and tighter budget management. Total income is expected to be £2,476,234, an increase of £284,499 (13%) over the prior year, of which £1,594,105 (64.4%) has been confirmed as at 31st October 2013.

Officer's Appraisal

This proposal for targeted and bespoke job coaching for young disabled people is based on clearly demonstrated need. The charity's excellent track record in providing for this client group underpins their understanding of what is needed and how it should be delivered. In this respect one can be confident that valuable outcomes will be achieved by this project.

The organisation initially requested £82,500 of the full cost of £109,790, on the basis that it would look to raise the balance from elsewhere. Although some additional funds have been earmarked from another small charity there is no reason why your Committee could not consider supporting the full remaining costs as, to do so, would reduce the likelihood of the organisation having to dip into its already slim reserves. A revised request to this effect has been received and is reflected in your officer's recommendation.

Recommendation

£107,700 over three years (£36,500; £35,600; £35,600) for the salary of a f/t Job Coach and related project costs to help young disabled Londoners into employment.

The City Bridge Trust

Investing In Londoners: Application for a grant



About your organisation

Name of your organisation: Action for Kids	
If your organisation is part of a larger organisation, what is its name?	
In which London Borough is your organisation based? Haringey	
Contact person: Mr. Andrew Goddard	Position: Trust&Statutory Manager
Website: http://www.actionforkids.org	
Legal status of organisation: Registered Charity	Charity, Charitable Incorporated Company or company number:
When was your organisation established? 01/05/1991	
Aims of your organisation: To transform the understanding of disability, and make sure young people living with a disability get the right support, at the right time for as a long as needed. To achieve this we : <ul style="list-style-type: none">• involve, inform and empower young people living with a disability;• provide the best possible tools, education and support;• champion the rights and interests of people living with a disability;• share our learning and experience;• have a skilled and committed workforce.	
Main activities of your organisation: We focus mainly on people with learning disabilities and help people up to the age of 26. Activities include: <ol style="list-style-type: none">1) A Job Coaching service designed to support young people with moderate to severe learning disabilities into employment.2) A varied programme of accredited learning in areas such as life skills and office skills.3) The opportunity to do work experience in our busy Head Offices - including a key project, which is a fundraising raffle, specifically designed to provide experience of working in an office.4) Support to young disabled people in schools to help them plan the transition to post-school life.5) A programme of fun, social activities during the school holidays that gives people the chance to receive sports coaching, take part in art and music etc.6) Mobility equipment that is generally unavailable on the NHS for the benefit of young disabled people whose families cannot afford to buy things privately.	

Number of staff

Full-time:	Part-time:	Management committee members:	Active volunteers:
35	27	4	10

Property occupied by your organisation

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

Environmental Impact

City Bridge Trust wants to help voluntary sector organisations to have a positive environmental impact. Please tell us how much your organisation is already doing to have a positive environmental impact using the definitions below to help you decide.

Getting started: We try not to be wasteful and have introduced some simple 'green actions'.

Grant Request

Details of grant request

Under which of City Bridge Trust's programmes are you applying? Making London More Inclusive
Which of the programme outcome(s) does your application aim to achieve? Work supporting young disabled people (aged 16-25) in the transition to adulthood and/or independent living
Please describe the purpose of your funding request in one sentence. To provide Job Coaching to support young people with learning disabilities into paid employment.
When will the funding be required? 20/03/2014
How much funding are you requesting? Year 1: £27,500 Year 2: £27,500 Year 3: £27,500 Total: £82,500
Do you plan to continue the activity beyond the period for which you are requesting funding? If so, how do you intend to fund it? We would run the activity as a 3-year project with a full evaluation at the end of the project. If we achieve the success that we expect to, then we would look to continue the activity and would fundraise to do so.
If you need any planning or other statutory consents for the project to proceed, what stage have the applications reached? Not applicable.

Summary of grant request

HOW PROJECT MEETS TRUST OUTCOME AND WHAT PROJECT WILL AIM TO ACHIEVE

For non-disabled people, obvious journey in the "transition to adulthood", is from education to work. The end-point is paid work. We'll offer Job Coaching to young people aged 19-25 that have moderate to severe learning disabilities. End goal: to help people into supported (paid) employment. The intermediate steps involved in the Job Coaching project will help facilitate the transition from education into employment. Gains resulting from employment will include people earning their own money, gaining more control over their lives and increased self-esteem.

The project meets the outcome of "work to support disabled adults and young disabled people in transition to adulthood and/or independent living."

NEED FOR PROJECT, HOW THE WORK WILL BE DELIVERED AND WHY WE ARE THE RIGHT PEOPLE TO DELIVER IT.

We know the project is needed from feedback gained from our students. Young disabled people have told us that their number one life goal is to obtain paid work. For example, we held a Participation Day with young people with learning disabilities and their parents; students were invited to spend a hypothetical 'budget,' to show what Action For Kids should be spending its money on. And all of the young people indicated that our priority should be helping them into work. We've also conducted a series of electronic interviews with young disabled people. Of 43 people, 38 mentioned a desire to work or earn money and more than 20 mentioned specific types of work that they might like to do. Statistics from MENCAP show the challenges faced by young people with learning disabilities in getting into paid work - Less than 20% of people with learning disabilities are in paid work, although at least 65% of them want to work.

Job Coaching involves assessing the skills base, capabilities and interests of each young person, brokering suitable work experience opportunities & placements and/or training courses to develop their skills and then, finally, brokering suitable Supported Employment opportunities. We believe we are the right organisation to carry out this work because we have already enjoyed some success getting external work experience placements as well as a couple of people into supported employment with a Job Coach that we currently have working with some of our students (mainly those 25+). We believe that a new full time Job Coach will be able to emulate & build on this to help those aged 19-25 to develop vital work skills and enter supported employment.

PRINCIPLES OF GOOD PRACTICE:

Views and desires of young people with learning disabilities are central to what we do at AFK. We spend loads of time canvassing views and getting feedback. Job Coaching will involve bespoke, intensive one-on-one support. It can't be planned or managed on a "one size fits all", basis. But each young person will be the key driver that decides what support they are offered on the project - when, how often etc. They'll also be involved in a full evaluation of the service.

We're based in North London and most 19-25 year olds first come to us with their schools when 14-18. School intakes reflect the ethnic make-up of North London and so, in turn, does our intake. We celebrate diversity with trips out to local places of interest, such as Hindu Temples, or a Synagogue etc and by encouraging students to bring in (and share) different cuisines. In terms of volunteers, we have a dedicated Volunteer Co-Ordinator and provide a dedicated training programme for all volunteers. We participate in a range of local re-cycling schemes.

Outputs and outcomes

What are the main activities or outputs you want to deliver? Please include no more than 5. By activities or outputs we mean the services, products or facilities you plan to deliver. If you plan to deliver work over more than one year you should include activities over the full grant period requested. Try to be specific.

Job Coaching which will involve the following steps: 1) assess the work-related skills, interests and ambitions of each young person. 150 assessments will take place over 3 years.

2) Devise specific, individualized support programmes to help them realise their ambitions. 150 people will be given individualized support programmes over 3 years.

3) Broker suitable work experience/training/ internal/external work experience placements to develop skills. 150 people over 3 years will undertake internal work experience/training and 50 will take up external work experience placements.

4) Broker actual paid employment (supported employment). We'll broker 20 paid supported employment jobs over three years.

What main differences or outcomes do you hope the activities you have described above will achieve? Please include no more than 5. By differences or outcomes we mean the changes, benefits, learning or other effects that result from the work your project would deliver. These might be for individuals, families, communities or the environment.

20 young people with learning disabilities will gain paid employment (mainly Supported Employment). As a result they will gain self-esteem, their own money and (as a consequence of getting their own money) more control over their own lives.

50 young people with learning disabilities will take up external work experience placements which will make people more prepared for paid work by giving them specific experience of carrying out actual jobs and developing work-related skills specific to those jobs.

Individualised work skills training for 150 young people with learning disabilities will build key work related skills, such as team-working skills, interpersonal skills, presentational skills & punctuality and help people to understand the importance of these skills in gaining/holding a job.

Who will benefit?

About your beneficiaries

How many people will benefit directly from the grant per year?

50

In which Greater London borough(s) or areas of London will your beneficiaries live?

Haringey (40%)

Barnet (20%)

Islington (20%)

Waltham Forest (20%)

What age group(s) will benefit?

16-24

What gender will beneficiaries be?

All

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

Mixed/ Multiple ethnic groups (including White and Black Caribbean; White and Black African; White and Asian; Any other Mixed/ Multiple ethnic background)

If Other ethnic group, please give details:

What proportion of the beneficiaries will be disabled people?

91-100%

Funding required for the project

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

Expenditure heading	Year 1	Year 2	Year 3	Total
Salary & on-costs of Job Coach.	33,100	33,100	33,100	99,300
Recruitment costs for post	2,900	0	0	4,000
Travel budget	2,500	2,500	2,500	7,500
	0	0	0	0
	0	0	0	0
	0	0	0	0
	0	0	0	0
	0	0	0	0
TOTAL:	38,500	35,600	35,600	109,790

What income has already been raised?

Source	Year 1	Year 2	Year 3	Total
n/a	0	0	0	0
	0	0	0	0
	0	0	0	0
	0	0	0	0
TOTAL:	0	0	0	0

What other funders are currently considering the proposal?

Source	Year 1	Year 2	Year 3	Total
We have only just decided to seek a second job coach so this is our first application	0	0	0	0
	0	0	0	0
	0	0	0	0
	0	0	0	0
TOTAL:	0	0	0	0

How much is requested from the Trust?

Expenditure heading	Year 1	Year 2	Year 3	Total
Salary & on-costs of postholder	27,500	27,500	27,500	82,500
	0	0	0	0
	0	0	0	0
	0	0	0	0
	0	0	0	0
	0	0	0	0
	0	0	0	0
	0	0	0	0
TOTAL:	27,500	27,500	27,500	82,500

Finance details

Please complete using your most recent audited or independently examined accounts.

Financial year ended:	Month: March	Year: 2013
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Income received from:	£
Voluntary income	1,641,165
Activities for generating funds	0
Investment income	242
Income from charitable activities	550,328
Other sources	0
Total Income:	2,191,735

Expenditure:	£
Charitable activities	1,919,722
Governance costs	72,181
Cost of generating funds	369,066
Other	0
Total Expenditure:	2,360,969
Net (deficit)/surplus:	-169,234
Other Recognised Gains/(Losses):	0
Net Movement in Funds:	-169,234

Asset position at year end	£
Fixed assets	981,467
Investments	3
Net current assets	156,366
Long-term liabilities	70,456
*Total Assets (A):	1,067,380

Reserves at year end	£
Endowment funds	0
Restricted funds	627,400
Unrestricted funds	439,980
*Total Reserves (B):	1,067,380

* Please note that total Assets (A) and Total Reserves (B) should be the same.

Statutory funding

For your most recent financial year, what % of your income was from statutory sources?
1-10%

Organisational changes

Describe any significant changes to your structure, financial position or core activities since the date of your most recent accounts:

None.

Previous funding received

Please list the funding received by your organisation from the following statutory sources during the last THREE years.

	2010 £	2011 £	2012 £
City of London (except City Bridge Trust)	0	0	0
London Local Authorities	113,285	66,169	104,558
London Councils	0	0	0
Health Authorities	0	0	0
Central Government departments	0	0	0
Other statutory bodies	0	0	0

Previous grants received

Please list the grants received by your organisation from charitable trusts and foundations (other than City Bridge Trust) during the last THREE years. List source, years and annual amounts. Please include the 5 largest only.

Name of Funder	2010 £	2011 £	2012 £
Ellerdale Trust	30,000	30,000	30,000
May & Stanley Smith CT	37,353	38,023	28,134
EBM Charitable Trust	20,000	20,000	25,000
ACT Foundation	0	25,000	25,000
Henry Smith Charity	28,600	29,200	29,800

Declaration

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

Please confirm: **Yes** Full Name: **Andrew Goddard**

Role within **Trust Manager**
Organisation: