

MEETING 10/04/2014

Ref: 12043

**ASSESSMENT CATEGORY - Making London More Inclusive**

**Shine**

**Adv: Joan Millbank  
Base: Outside London  
Benefit: London-wide**

**Amount requested: £75,000  
(Revised amount: £78,750)  
Amount recommended: £78,750**

**Purpose of grant request:** Supporting independence for Londoners with spina bifida and/or hydrocephalus through peer support, targeted workshops, one-to-one intervention and building a professional network.

**Background**

Shine is the only national organisation throughout England, Wales and Northern Ireland dedicated to improving the lives of people with spina bifida and hydrocephalus. Spina bifida is a birth defect which arises when the spinal cord does not develop properly. As a result, lower limb mobility issues and continence issues are present from the start of life. Most people with spina bifida will also have hydrocephalus. This occurs when fluid does not drain away from the brain causing a build-up of pressure and resulting in brain injury. The consequences of the conditions can mean that throughout each person's life, challenges arise. Lower limb mobility often means a lifetime of wheelchair use or walking with sticks with worsening mobility in middle years, while most have to undergo operations to treat bowel and bladder problems caused through incontinence, a shunt revision to drain fluid from the brain, and back operations. Hydrocephalus is less visible than spina bifida. It affects the 'executive' function of the brain, compromising the ability to be organised and short-term memory. Most people with these conditions will be disabled from birth (some cases of hydrocephalus can be acquired).

Members of Shine report that living with these lifelong conditions places restrictions on the type of education, work, social and housing choices they can make. Further, there is often a misconception in wider society that when a disability is present from birth, so is the know-how and the ability to adapt. Shine members reported the opposite; their need for information on health management and adaptation is continual as the severity of their disability worsens, while their need for support and opportunities is on-going as their circumstances change.

**Funding History**

Since 2000, you have awarded Shine two grants. In 2000 you awarded £120,000 to extend their reach to people with spina bifida and/or hydrocephalus. In 2005 you awarded a further £120,000 over three years to employ specialist advisors for young people with the conditions. Both grants were satisfactorily monitored.

**Current Application**

Shine is seeking three year funding to assist them to continue to employ a Support and Development Worker, on a full time basis. The post will form the main part of a small London-based and dedicated team which will continue and extend Shine's reach to the estimated 300 children and young people, and the 600 adults living with spina bifida and/ or hydrocephalus in the capital.

The post holder will be responsible for the provision of one-to-one tailored support to address individual needs of adults; the delivery of 8 workshops focused around specific independent living skills, for example financial management, practical living skills, keeping healthy; and the development of the monthly peer support group for adults wanting social contact and the opportunity to plan and influence services, both within Shine and other agencies.

After three years 345 adults are expected to report that they are better able to manage their health while living independently, and 60 peer support group members will say that they feel less isolated, more confident and engaged. The worker will engage other specialists employed by Shine to ensure a holistic approach to meet individual needs, for example occupational therapists, while volunteers will support the running of the workshops and peer support group. In addition, Shine will develop its on-line London network for professionals to help information sharing, cross referral and increased understanding of spina bifida and/or hydrocephalus.

### **Financial Observations**

The group audited accounts for the year ended 31st March 2013 show income of £3,030,723 and an operating surplus of £393,603 (13% of turnover), comprising £374,279 on restricted funds and £19,324 on unrestricted funds. A net gain on investment assets of £28,369 contributed to an overall surplus of £421,972.

The reserve policy states that the organisation aims to hold free unrestricted reserves equivalent to between three and six months' worth of committed expenditure, which the organisation has calculated as between £493,000 and £986,000. At 31st March 2013 free unrestricted reserves stood at £464,574 which equates to 2.8 months' worth of committed expenditure (or 2.7 months' worth of total budgeted 2014/15 expenditure).

The latest forecast for the current year to 31st March 2014 shows expenditure of £2,018,780 and a projected surplus of £568 on unrestricted funds. Total projected income is £2,019,348, of which £1,770,066 (88%) had been secured by January 2014.

### **Officer's Appraisal**

Shine provides specialist help to 10,000 people of all ages who have spina bifida and/or hydrocephalus. Change in health and personal circumstances, together with medical advances, legislation, and policy and technology changes will continue to affect the lives and opportunities of people with these long term disabilities. Feedback from users demonstrates that Shine plays an important role in helping children, young people and adults manage their condition and live better and more fulfilled lives. It raises most of its funds through income generation and donations. The cost of generating funds reflects this situation and includes the cost of the fund-raising team (5.25 posts), a charity shop long lease, and the virtual balloon race which generates gross income of approx. £900,000 each year. The original request has been revised to include some related operational costs (as shown in the breakdown of funding requested within the application form).

### **Recommendation**

**£78,900 over three years (£27,050; £26,650; £25,050) towards the salary of a f/t London Support and Development Worker and related costs.**

# The City Bridge Trust

## Investing In Londoners: Application for a grant



### About your organisation

Name of your organisation: <b>Shine</b>	
If your organisation is part of a larger organisation, what is its name?	
In which London Borough is your organisation based? <b>Outside London</b>	
Contact person: <b>Ms Kathy Shaw</b>	Position: <b>Grants and Trusts Manager</b>
Website: <a href="http://www.shinecharity.org.uk">http://www.shinecharity.org.uk</a>	
Legal status of organisation: <b>Registered Charity</b>	Charity, Charitable Incorporated Company or company number: <b>249338</b>
When was your organisation established? <b>01/01/1966</b>	
<p><b>Aims of your organisation:</b></p> <p>SHINE is established for the relief of persons who have spina bifida and/or hydrocephalus or allied or related disorders by providing for their care, welfare, treatment, education and integration into society.</p> <p>Our Vision</p> <p>A society that meets the needs, values the contribution and celebrates the lives of people living with spina bifida and hydrocephalus</p> <p>Community</p> <p>We will develop a larger, more interactive, more involved national membership of people with spina bifida and hydrocephalus, their families and supporters</p> <p>Excellence</p> <p>We will, through on-going development and review of our operations, become an organisation that is exceptionally fit-for-purpose</p> <p>Campaigning</p> <p>We will become a force for change to address the many challenging issues that our members face</p>	

Support

We will provide unique, high quality services

Engaging

We will put communication at the heart of all we do

**Main activities of your organisation:**

The main activities of our organisation are:

**Support and Information:** We provide support with all matters relating to living with spina bifida and hydrocephalus.

**Early Intervention Programme:** Through providing extensive support, we enable families to adapt to the challenges of caring for a child with a lifelong disability.

**Go Folic! Campaign:** We work in partnership with both private and public sector organisations to promote the intake of folic acid which could greatly reduce the incidence of spina bifida.

**Education Advisory Service:** We provide both families and professionals with support in educating children with children with the conditions.

**Health Service:** Our members express high levels of anxiety concerning health, due to their complex health needs. Our service works with medical and health organisations and directly with service users to deliver services and information around specific health issues, promote self-management and preventative health education.

**Community Development:** We support the development of local peer support groups and national networks of special interest.

**Number of staff**

Full-time:	Part-time:	Management committee members:	Active volunteers:
45	43	17	80

**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?
<b>Owned</b>	

**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.

**Making progress: We have reviewed our organisation's environmental impact and have started to carry out a plan of improvements.**

## Grant Request

### Details of grant request

<p>Under which of City Bridge Trust's programmes are you applying?</p> <p style="text-align: center;"><b>Making London More Inclusive</b></p>
<p>Which of the programme outcome(s) does your application aim to achieve?</p> <p><b>Work enabling disabled people of all ages to live independently</b></p>
<p>Please describe the purpose of your funding request in one sentence.</p> <p><b>Supporting independence for Londoners with spina bifida and/or hydrocephalus through peer support, targeted workshops, one-to-one intervention and building a professional network.</b></p>
<p>When will the funding be required? <b>01/03/2014</b></p>
<p>How much funding are you requesting?</p> <p>Year 1: <b>£25,000</b>                      Year 2: <b>£25,000</b>                      Year 3: <b>£25,000</b></p> <p><b>Total: £75,000</b></p>
<p>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?</p> <p><b>Yes. An exit strategy is integral to the programme; its aim is to empower members, teaching them life skills, increasing independence/self-reliance. The programme will continue using funds from a range of sources, thus spreading risk e.g. individual donors, trusts, events and trading. The professionals network is relatively inexpensive to sustain and will be funded similarly.</b></p>
<p>If you need any planning or other statutory consents for the project to proceed, what stage have the applications reached?</p> <p><b>N/A</b></p>

## Summary of grant request

In London, there are a small but significant minority of people, who are affected by the lifelong disabilities, spina bifida and hydrocephalus. There are over 800 people with the conditions who often form an 'invisible' community with multiple and often misunderstood needs. However the 'lifelong' nature of the disability is also an opportunity to build robust local networks, to serve and support people, who otherwise would probably go unnoticed.

'Sometimes I feel like a don't matter because I was born like this, I am expected to cope'  
Respondent to the Shine Health Survey 2012

We have reviewed our support work across the country and in London, this has shown that adults with the conditions have a complex number of issues to overcome -both physical and learning disabilities which inevitably deteriorate with age. Most adults could fulfill their potential if they can successfully manage themselves, but our work shows that for many, financial, emotional, and/or health crisis can strike. All this is a real threat to independence. After our review, we consulted with adult members in the London area, who said the key to support was a mixture tailored one to one support, education on how to manage and on-going support networks- this is reflected our project plan.

Less than 50 per cent of our adult members with hydrocephalus will be in employment. Hydrocephalus affects organisational skills and memory creating problems in work, education and managing finances. We can see from the feelings people describe having a 'sense of purpose' is very important. When people struggle to stay in/gain employment because of hydrocephalus, our members ask us -'what else can I do?' This is an area where our project can make a difference.

With the conditions, almost all parts of the body can be affected, resulting in mobility problems, incontinence and neurosurgery (to fit a 'shunt' to manage hydrocephalus). Adults receive little or no specialised health proactive and/or preventative guidance (Shine's 2012 Health Survey).The consequences of pressure sores, bowel and bladder damage, shunt malfunction would result in increased care needed .Many adults don't know have sufficient understanding of managing their conditions; potentially resulting in an independent living crisis.

Feedback from our members indicate the practicalities of living independently, such as household chores, managing a living space, cooking and shopping can be huge challenges: individuals are ill equipped because they don't have the specialist equipment they need and require extra guidance.

Our project will aim to improve: sense of purpose, health management, managing hydrocephalus, financial management and practical living skills

At the heart of our project delivery will be our vibrant London wide peer support group, providing a focal point for peer support, volunteering, workshops and activities designed to increase confidence and skills. In collaboration with our dedicated London support and development worker, we will deliver a 3 year programme of independent living skills workshops (including financial skills, health education, practical skills) tailored support and social/practical skills activities.

Shine is the only organisation in England dedicated to support the needs of people with the conditions, both nationally and locally. Shine provides a holistic and lifetime approach to complex disabilities; an approach that other generic disability organisations are not in the position to offer.

Anyone affected by the disabilities living in London will be able to benefit from the services of our project, we will ensure that disability and cultural needs are respected to make services accessible. We will be recruiting and training volunteers to support the project and we have comprehensive volunteering policies in place. We minimise unnecessary travel and consumption where our proposed delivery allows us to.

## **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.

**Workshops around specific independent living skills: These will be best suited for people who can easily discern an area of skill which they lack and want to improve. The events will be one-off and held in an accessible London venue. We will invite specialist advisers to speak at our events.**

**One-to-One support from London Support and Development worker: This will be best suited for people who have more complicated independent living issues and need individual support to be able to move forward.**

**Peer support group: This is best suited for people who want regular social contact and want to develop independent living skills, such as independent travel, social skills and planning. Our London group has had demonstrable success in reducing isolation, improving social skills, enriching social lives and developing independence.**

**Professional network: We will proactively share information with professionals who work with people with the conditions across a range of contexts, via a formalised email network. They will be encouraged to attend workshops and peer support groups to gain an understanding of the conditions.**

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.

**Up to 345 Adults in London are better able to manage their health whilst living independently**

**60 Adults in London are members of the London peer support group and have increased independent living skills as a result**

**Up to 345 Adults in London are better able to manage their finances to enable better independent living**

**Up to 345 Adults in London will gain increased practical skills to help with everyday practical tasks whilst living independently**

**Professionals in London will have increased knowledge of living with spina bifida and hydrocephalus**

## Who will benefit?

### About your beneficiaries

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

**175**

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

**London-wide (100%)**

What age group(s) will benefit?

**16-24**

**25-44**

**45-64**

What gender will beneficiaries be?

**All**

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

**A range of ethnic groups**

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? (Revised)

Expenditure heading	Year 1	Year 2	Year 3	Total
Support and Development Worker Salary	30,736	31,300	31,876	93,913
Volunteer Expenses	1,500	1,500	1,500	4,500
Venue Hire	3,750	3,750	3,750	9,250
Administration Costs	1,090	1,090	1,090	3,270
Management Costs	2,500	2,500	2,500	7,500
Specialist Support Worker Costs	2,500	2,500	2,500	7,500
Lap Top	400	0	0	400
<b>TOTAL:</b>	<b>42,476</b>	<b>42,640</b>	<b>41,216</b>	<b>126,333</b>

### What income has already been raised?

Source	Year 1	Year 2	Year 3	Total
Shine Trading Income	6,213	6,495	6,583	19,291
Donation and Events Fundraising	6,213	6,495	6,583	19,291
Other Trusts: Van Geest Foundation	3,000	3,000	3,000	9,000
<b>TOTAL:</b>	<b>15,426</b>	<b>15,990</b>	<b>16,166</b>	<b>47,582</b>

### What other funders are currently considering the proposal?

Source	Year 1	Year 2	Year 3	Total
<b>TOTAL:</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

### How much is requested from the Trust?

Expenditure heading	Year 1	Year 2	Year 3	Total
Support and Development Worker Salary	25,000	25,000	25,050	75,050
Venue Hire	1,650	1,650	0	3,300
Lap Top	400			400
<b>TOTAL:</b>	<b>27,050</b>	<b>26,650</b>	<b>25,050</b>	<b>78,750</b>

## Finance details

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

Financial year ended:	Month: 31 <sup>st</sup> March	Year: 2013
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Income received from:	£
Voluntary income	2,006,279
Activities for generating funds	523,679
Investment income	11,921
Income from charitable activities	8,696
Other sources	0
<b>Total Income:</b>	<b>2,550,575</b>

Expenditure:	£
Charitable activities	1,664,794
Governance costs	25,884
Cost of generating funds	463,588
Other	0
<b>Total Expenditure:</b>	<b>2,154,266</b>
<b>Net (deficit)/surplus:</b>	<b>396,309</b>
<b>Other Recognised Gains/(Losses):</b>	<b>28,369</b>
<b>Net Movement in Funds:</b>	<b>424,678</b>

Asset position at year end	£
Fixed assets	1,298,709
Investments	249,355
Net current assets	790,075
Long-term liabilities	(875,590)
<b>*Total Assets (A):</b>	<b>1,462,549</b>

Reserves at year end	£
Endowment funds	911,693
Restricted funds	550,856
Unrestricted funds	0
<b>*Total Reserves (B):</b>	<b>1,462,549</b>

\* 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:

No significant changes

### 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	0	0	0
London Councils	0	0	0
Health Authorities	0	0	0
Central Government departments	30,000	28,500	40,000
Other statutory bodies	43,038	30,004	29,733

### 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 £
Big Lottery Fund-England	50,077	50,077	109,706
Big Lottery Fund-Ireland	165,306	136,175	168,999
John Ellerman	0	25,000	25,000
Finance Assistance Fund	150,000	0	0
Van Geest	0	0	250,000

### 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: **Kathy Shaw**

Role within                      **Grants and Trusts Manager**  
Organisation: