

# The City Bridge Trust

## Investing In Londoners: Application for a grant



### About your organisation

Name of your organisation: <b>Harrow Carers</b>	
If your organisation is part of a larger organisation, what is its name?	
In which London Borough is your organisation based? <b>Harrow</b>	
Contact person: <b>Mr. Mike Coker</b>	Position: <b>Chief Executive Officer</b>
Website: <b><a href="http://www.harrowcarers.org">http://www.harrowcarers.org</a></b>	
Legal status of organisation: <b>Registered Charity</b>	Charity, Charitable Incorporated Company or company number: <b>1062149</b>
When was your organisation established? <b>10/03/1996</b>	
<b>Aims of your organisation:</b> <p>Harrow Carers is the leading carers support organisation in London Borough of Harrow. We work in partnership with a network of local statutory, voluntary and commercial organisations in providing practical support and advice to carers and their families. Carers are encouraged to be involved themselves in the provision of services facilitating self-help and a community driven approach. Harrow Carers also works towards acting as a hub and building bridges within wider voluntary sector.</p> <p>Our aim is to provide support, education and training for carers to enable them to participate in their local communities and contribute to society - balancing the caring role with quality of life. Harrow Carers attempts to ensure through our services the provision of the emotional and practical support necessary to enable carers to continue with their caring roles without detriment to their own physical and mental health. Our priority objectives also include working with carers to raise awareness about carers and carers rights.</p>	
<b>Main activities of your organisation:</b> <p>We have developed a network of services and support for carers to reduce the burden and increase the life chances of unpaid carers who provide support for people in the community who are ill, frail, disabled and disadvantaged in many ways.</p> <p>Harrow Carers manages multiple health and social care services for carers and families in Harrow, offering community access to support encompassing advocacy, advice, counselling and respite. Harrow Carers' support services specifically targets a varied range of social needs such as physical and mental health conditions, Dementia, mental illness and social isolation. A number of external organisations cooperate through referrals allowing clients to be signposted externally for further support.</p> <p>A casework and advocacy service is offered to vulnerable and infirm carers, who are supported in accessing vital services such as benefits, housing, social service and medical support. A counselling service is available for carers with mental health needs.</p>	

**Number of staff**

Full-time:	Part-time:	Management committee members:	Active volunteers:
<b>6</b>	<b>6</b>	<b>5</b>	<b>55</b>

**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>	

**Grant Request****Details of grant request**

Under which of City Bridge Trust's programmes are you applying? <b>Older Londoners</b>
Which of the programme outcome(s) does your application aim to achieve? <b>Carers aged 65 years and over better able to access support, advice and respite Older Londoners aged 75 years and over living more active and healthier lives</b>
Please describe the purpose of your funding request in one sentence. <b>Developing support programme for elderly and vulnerable carers to attend respite breaks improving health and wellbeing, while cared for receive home care services</b>
When will the funding be required? <b>08/01/2014</b>
How much funding are you requesting? Year 1: <b>£30,648</b> Year 2: <b>£31,567</b> Year 3: <b>£0</b>  <b>Total: £62,215</b>
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? <b>At this stage, Harrow Carers is planning to extend project further. The coordination with Crossroads and establishment of home worker, once the project is up and running, will provide some sustainability long term. The added value gained by the organisation from delivering respite breaks will enable staff in-house to continue much of the programme.</b>
If you need any planning or other statutory consents for the project to proceed, what stage have the applications reached? <b>N/A</b>

## Summary of grant request

In our experience, carers not accessing support to improve the practical living situation at home present a much higher risk of crisis incident or admission to medical services. This issue is particularly pronounced with older carers, who are more often affected by low income, ill health and disability. A Carers Trust study in 2010 found that older carers are 62% more likely to report high physical and emotional stress. The NHS Constitution's plan for carers recognised that carers are consequently in a vulnerable situation, of possibly facing decline in quality of life and hospitalisation. Older carers through Carers Action Group, a forum representing carers in Harrow, stated that due to long hours and inappropriate caring roles, their physical and mental health levels decreased. The Group identified lack of practical and personal support as contributing to loss of independence and isolation.

Harrow Carers is developing a comprehensive package to support 80 vulnerable older carers (1st group 65-74 and 2nd group over 75) per year in Harrow, who are affected by ill health, infirmity or disability. While the cared for person is completing a home care session, carers will be in a position to access a range of respite breaks, education and training services at our Carers' Centre and in the community. In partnership with Harrow Crossroads, a local charity, home care workers are temporarily replacing carers. Different types of home assistance are being organised, including health support and personal care. This reduces the workload of carers and provides some much needed support in the home environment.

The respite services for carers involves events and support groups held at our centre, which will include arts, IT, social activities, coffee mornings, stroke/ medical conditions, mental health. To accommodate carers' interests, a choice of services is available that meet existing health and social care needs. Respite sessions have been developed by Harrow Carers to incorporate personal and practical skills, including carers skills and financial inclusion. The communal aspect will promote peer support and involvement in wider social clusters. After respite, Carers will be referred to our advisors benefiting from advocacy and information.

Harrow Carers is recruiting a Project Coordinator (35 hours p/w) to manage the project and coordinate respite care. The remainder of funding will be used for delivery and volunteer expenses. The project is scheduled to last two years, we are requesting a total grant of £62,215.

Harrow Carers, as a leading support provider in Harrow since 1996, possesses a multitude of service delivery experience in fields covering advice, therapy, training and counselling. Our project staff are experienced in social care sector, offering expertise in terms of value for money, practical application and client care.

We are applying under the '65 years and over better access to support advice and services' outcome, vulnerable older carers (aged 65-74) will be engaged with respite care, and forwarded by advisors and external health/ social services to information and advice on welfare, housing, employment, finance. The project will also support outcome of '75 years and over living more active and healthier lives'. Carers (aged 75+) will benefit from social opportunities and communal based activities reducing social isolation, and healthcare support training sessions enabling them to maintain independence.

Older people will be involved in managing project through volunteering opportunities as support workers in respite groups. To ensure people from all backgrounds access the project, we are using an active outreach strategy and working with voluntary sector partners. All volunteers receive an induction on appointment, followed up by regular appraisals and supervision meetings. In reducing carbon footprint, we are minimising paper and post, using electronic communication where possible.

## 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.

**80 Carers (aged 65+) in Harrow affected by low income, disability and ill-health will participate in carers planning sessions after enrolment with Project Coordinator**

**80 Carers (aged 75+) in Harrow will receive a carers assessment outlining their individual health and support needs, and the respite programme services they will be directed towards**

**80 Carers (aged 75+) from Harrow will participate in social activities and peer support events with other carers at our Carers' Centre during the respite break programme**

**80 Carers (aged 75+) from Harrow attending our Carers' Centre will receive training and education on developing practical and carers skills**

**80 Carers (aged 65+) from Harrow will receive advice and guidance on housing, benefits, personal issues and participate in financial inclusion and awareness training at the Carers' Centre during the respite break programme**

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.

**80 Older carers (aged 65 and over) will be supported through respite break programme to increase their awareness about and engagement with support services delivered by external health and social care providers in Harrow.**

**By helping 80 carers aged 75 and over to build support systems and engage in wider community life through the healthcare and education training services, carers will be empowered to lead positive social networks and move out of social isolation.**

**80 Carers aged 65 and over affected by ill health, disability and low income, will be encouraged through the respite scheme's services to improve personal and coping skills by expanding their knowledge of carers rights and entitlements.**

**The programme in providing empowering peer support and increasing skill levels for 80 carers aged 75 and over will strengthen the sustainability of caring role amongst participants, extending personal independence and individual choice.**

**The health events and groups programme at the Carers' Centre will support 80 carers aged 75 and over through reducing the possibility of long-term mental and physical health problems arising.**

## Who will benefit?

### About your beneficiaries

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

**80**

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

**Harrow (100%)**

What age group(s) will benefit?

**65-74**

**75 and over**

What gender will beneficiaries be?

**Male**

**Female**

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

**White (including English/ Welsh/ Scottish/ Northern Irish/ British; Irish; Gypsy, Traveller or Irish Traveller; Any other White background)**

**Asian/ Asian British (including Indian; Pakistani; Bangladeshi; Chinese; Any other Asian background)**

**Black/ African/ Caribbean/ Black British (including African; Caribbean; Any other Black/ African/ Caribbean background)**

If Other ethnic group, please give details:

What proportion of the beneficiaries will be disabled people?

**21-30%**

RAISED - SEE APPENDIX A

## Funding required for the project

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

Expenditure heading	Year 1	Year 2	Year 3	Total
Project Coordinator Salary (FT)	24,000	24,720	0	0
Respite Session Expenditure (250 hrs x £12 p/h)	3,000	3,090	0	0
Management Overheads (10% of salary) - rent/bills	2,400	2,472	0	0
6 x Volunteer Expenses (transport) £4 daily x 26 weeks	1,248	1,285	0	0
	0	0	0	0
	0	0	0	0
<b>TOTAL:</b>	<b>30,648</b>	<b>31,567</b>	<b>0</b>	<b>0</b>

What income has already been raised?

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

What other funders are currently considering the proposal?

Source	Year 1	Year 2	Year 3	Total
	0	0	0	0
	0	0	0	0
<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
Project Coordinator Salary (2.5 days)	24,000	24,720	0	0
Respite Session Expenditure (250 hrs x £12 p/h)	3,000	3,090	0	0
Management Overheads (10% of salary) - rent/bills	2,400	2,472	0	0
6 x Volunteer Expenses (transport) £4 daily x 26 weeks	1,248	1,285	0	0
	0	0	0	0
<b>TOTAL:</b>	<b>30,648</b>	<b>31,567</b>	<b>0</b>	<b>0</b>

## Finance details

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

Financial year ended:	Month: <b>March</b>	Year: <b>2013</b>
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Income received from:	£
Voluntary income	6,818
Activities for generating funds	11,254
Investment income	16,314
Income from charitable activities	437,454
Other sources	0
<b>Total Income:</b>	<b>471,840</b>

Expenditure:	£
Charitable activities	364,733
Governance costs	6,367
Cost of generating funds	0
Other	0
<b>Total Expenditure:</b>	<b>371,100</b>
<b>Net (deficit)/surplus:</b>	<b>100,740</b>
<b>Other Recognised Gains/(Losses):</b>	<b>0</b>
<b>Net Movement in Funds:</b>	<b>100,740</b>

Asset position at year end	£
Fixed assets	820,114
Investments	0
Net current assets	142,504
Long-term liabilities	(487,438)
<b>*Total Assets (A):</b>	<b>475,180</b>

Reserves at year end	£
Endowment funds	0
Restricted funds	369,191
Unrestricted funds	105,989
<b>*Total Reserves (B):</b>	<b>475,180</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?  
61-70%

### Organisational changes

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

N/A

### 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	351,744	308,294	277,941
London Councils	0	0	0
Health Authorities	0	0	12,457
Central Government departments	32,246	98,907	26,250
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 £
Big Lottery Fund	49,426	57,349	53,543
John Lyons Charity	0	0	15,000
AHDC Trust	20,000	0	0
Attend Limited	15,000	0	0
Mercers Charitable Foundation	0	0	10,000

### 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: **Mike Coker**

Role within                      **Chief Executive**  
Organisation:



## Funding required for the project

APPENDIX A  
Revised  
REQUEST.

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

Expenditure heading	Year 1	Year 2	Year 3	Year 4	Total
Project Coordinator Salary (FT)	24,000	24,720	25,462	26,225	100,407
Respite Care Service subsidy (960 hrs)- 3 hours @ average £6 x 16 weeks x 20 carers	5,760	5,933	6,111	6,294	24,098
Management Overheads (10% of project costs) - towards line management, rent/ bills etc.	4398	3977	4096	4219	16,691
Volunteer Expenses (transport)- 6 x 2 days per week @ £4 daily x 26 weeks (each avg over year)	1,248	1,285	1,324	1,364	5,221
Activity Costs (class supplies and materials)- £37 per activity @ 3 activities/ week x 52 weeks	5,772	5,772	5,945	6,124	23,613
Activity Costs (Outings) £500 per event/outing per quarter made up of £250 specialist mini-bus + entrance fees - £10 per carer (group bookings) x 25 carers	2,000	2,060	2,122	2,185	8,367
Initial setup costs with publicity, recruitment and materials for activities.	5,200				5,200
					-
					-
<b>TOTAL:</b>	<b>48,378</b>	<b>43,747</b>	<b>45,060</b>	<b>46,411</b>	<b>183,596</b>

What income has already been raised?

Source	Year 1	Year 2	Year 3	Year 4	Total
Contributions to services					
Respite Activity Session Fees	25 carers @£5/session x 52 weeks	30 carers @£5/session x 52 weeks	35 carers @£7.50/session x 52 weeks	40 carers @£10/session x 52 weeks	
	6,500	7,800	13,650	20,800	48,750
Income surplus generated from respite care service charges	40 carers x 3hrs respite x 16 weeks = 1,920 hrs x £2.50 an hour	80 carers x 3hrs respite x 16 weeks = 3,840 hrs x £2.50 an hour	80 carers x 3hrs respite x 24 weeks = 3,840 hrs x £3.00 an hour	80 carers x 3hrs respite x 32 weeks = 3,840 hrs x £3.50 an hour	
	4,800	9,600	17,280	26,880	58,560
<b>TOTAL:</b>	<b>11,300</b>	<b>17,400</b>	<b>30,930</b>	<b>47,680</b>	<b>107,310</b>

What other funders are currently considering the proposal?

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

How much is requested from the Trust?

Expenditure heading	Year 1	Year 2	Year 3	Year 4	Total
Project Coordinator Salary (FT)	24,000	16,649	14,130		54,779
Respite Session Expenditure (240 hrs)- 3 hours @ £6 x 16 weeks x 20 carers	5,760	5,933			11,693
Management Overheads (10% of project costs) - towards line management, rent/ bills etc.	4,398	3,765			8,163
Activity Costs (class supplies and materials)	2,920				2,920
Activity Costs (Outings)					-
<b>TOTAL:</b>	<b>37,078</b>	<b>26,347</b>	<b>14,130</b>	<b>-</b>	<b>77,555</b>