

The City Bridge Trust

Investing In Londoners: Application for a grant



About your organisation

Name of your organisation: The Women's Centre Sutton	
If your organisation is part of a larger organisation, what is its name?	
In which London Borough is your organisation based? Sutton	
Contact person: Ms Elizabeth McGarry	Position: Centre Manager
Website: http://www.suttonwomen.co.uk	
Legal status of organisation: Registered Charity	Charity, Charitable Incorporated Company or company number: 294067
When was your organisation established? 15/05/1985	

Grant Request

Under which of City Bridge Trust's programmes are you applying? English for Speakers of Other Languages
Which of the programme outcome(s) does your application aim to achieve? More people with improved English language skills More people participating in the wider community
Please describe the purpose of your funding request in one sentence. To provide English as another Language/ IT tuition to local women who may require an all women environment with crèche facilities.
When will the funding be required? 08/09/2014
How much funding are you requesting? Year 1: £19,804 Year 2: £20,200 Year 3: £20,604 Total: £60,608

Aims of your organisation:

To provide a safe place which is responsive to the needs of local women, especially those who are isolated or vulnerable and hard to reach. We have a women only environment.

To provide a woman-centred information and advice service which will promote the rights of women and enhance their ability to make informed choices.

Provide access to emotional and practical support to women.

Provide learning opportunities, including educational courses, creative activities and volunteering experiences which will build women's confidence and self esteem.

Provide safe and enjoyable crèche facilities for all our activities.

Main activities of your organisation:

Face-to-face counselling for victims of Domestic Abuse/ Sexual Abuse
Confidential Telephone Counselling for victims of Domestic /Sexual Abuse
Support Groups (Freedom Programme) victims of domestic abuse

Meet a Mum

Drop In

Internet Café and free personal supervision, support and tuition for benefit claims, C.V and job applications.

Citizens Advice Bureaux, advice and information on a weekly basis

Monthly Writers Group. Social event

Crèche facilities are provided for all our activities

Number of staff

Full-time:	Part-time:	Management committee members:	Active volunteers:
0	5	8	21

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	2015 we will own the freehold

Summary of grant request

We are requesting funding to provide 2 English language/ IT courses per year for 3 years. The purpose of the project is to bring migrant/ethnic minority women together to improve their language and communication skills. We will use a variety of learning styles in a friendly informal setting that promotes confidence building and social ability. Each student will initially be assessed by two qualified ESOL teachers and recommended for one or other of the courses depending on their needs and level of English language facility. Areas of concern/ interest to them to be incorporated into an agreed learning plan. These plans to be monitored using continuous assessment. We are requesting funding to provide 2 English language/ IT courses per year for 3 years. We intend to keep the format the same over the three years but we will monitor this closely and implement changes if necessary.

Evaluation of our current course, which ends in July 2014 shows that students enjoy the informal setting, quality of teaching and have requested further classes. As crèche facilities are provided women with young children can access learning where previously they were excluded through lack of free childcare provision.

Course A: Basic English language and IT skills for 2 hours per week during term time for ten to twelve women, for 36 weeks. The class to be divided into two groups, each group to be taught English and English language with IT. Teaching to incorporate everyday subjects that are relevant to the students.

Course B:

3 x Fast track 12 week courses for, 2 hours per week, from September 2014, for ten to twelve women for students wishing to take Level 1 or 2 English exams. The course to be tailored to suit the needs of the students. Two qualified ESOL tutors to be employed.

Crèche facilities to be available for a maximum of 8 pre-school children on each course. Two qualified crèche workers to be employed to provide organised activities.

Our objectives are:

To increase students verbal confidence using English to shop; fill in forms; to express their opinions in the group and encourage students to visit the centre's internet café and weekly drop-in service.

To raise IT skills: To be able to access the internet and email.

To increase children's social skills and language facility as preparation for mainstream nurseries, playgroups & school.

The Sutton Women's Centre has delivered these courses subject to funding for several years. Our tutors are friendly, flexible and approachable. It is also the only organisation in the borough that provides a safe space for women. As well as teaching English/ IT we can provide ad hoc services such as support, information and advice that is not always easily accessible to some ethnic minority women. The centre is small and informal and women are encouraged to feel part of the centre and at ease to request support and advice.

The project meets the Trusts principles of 'Good Practice' in that:

The course content will be guided by the requirements of the student and continually monitored and assessed.

Students to provide feedback at the end of each term by completing an evaluation form.

The project to be promoted to all local ethnic minority groups and migrant women.

Volunteers will be asked to join the meetings with the staff running the project and be given the opportunity to offer their opinions. They will be offered training and regularly meet with the centre manager to discuss any concerns.

We have installed a new efficient boiler, double glazed windows to reduce our heating costs. We use energy saving bulbs and recycle on a daily basis.

If you need any planning or other statutory consents for the project to proceed, what stage have the applications reached?

Having run successful ESOL courses before, we do not need any formal consent from other statutory bodies at this time.

Do you have a Vulnerable Adults policy? **Yes**

What Quality Marks does your organisation currently hold?

We do not hold any quality marks but we are currently liaising with Sutton Centre for the Voluntary Sector to work towards achieving the PQASSO standard.

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.

36, 2 hourly sessions of Basic English Grammar/ English conversation, to enable women to be able to read letters from schools, doctors, landlords, health professionals etc and use English more fluently and breakdown the barriers of isolation

Total of 108 sessions provide over three years.

36, 2 hourly sessions of IT to enable women to access info on the internet and to keep in contact with friends & relatives, and t gain basic computing skills for everyday use.

Total of 108 sessions provided over three years.

3, 12 week, two hourly courses of ESOL level 1/ level 2 for women.

Total of 9 twelve week course provided over three years

72, two hourly creche sessions for children of women attending ESOL.

216 sessions provided over 3 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.

Women are more confident & better able to interact with professionals

Women will be less isolated and be more able to communicate with other members of the community

Women will be more confident and more able to support their children with school work and activities

Women will be more confident in accessing the internet and using IT skills in their daily life.

Children will be more confident, happier with improved social skills, more easily ready for mainstream nursery & schools.

There will be marked improvements in health & well being for the whole family.

Do you plan to continue the activity beyond the period for which you are requesting funding? If so, how do you intend to sustain it? If not, what is your exit strategy?

We do intend to continue this activity and plan to apply for grants to other Trusts and charitable organisations. We have been successful in the past with grants from The City Bridge Trust, John Paul Getty Jnr, LloydsTSB and many others.

Who will benefit?

About your beneficiaries

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

90

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

Sutton (90%)

Croydon (5%)

Merton (5%)

What age group(s) will benefit?

0-15

16-24

25-44

45-64

65-74

What gender will beneficiaries be?

Female

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

A range of ethnic groups

Mixed/ Multiple ethnic groups (including White and Black Caribbean; White and Black African; White and Asian; Any other Mixed/ Multiple ethnic 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: **Eastern Europeans**

What proportion of the beneficiaries will be disabled people?

1-10%

Funding required for the project

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

Expenditure heading	Year 1	Year 2	Year 3	Total
Tutor fees	9,400	9,588	9,780	27,768
Creche worker fees	4,320	4,406	4,495	13,221
Centre Co-ordinator	2,560	2,611	2,663	7,835
Premises	3,024	3,084	3,146	9,255
Stationery	500	510	520	1,530
	0	0	0	0
	0	0	0	0
	0	0	0	0
	0	0	0	0

TOTAL:	19,804	20,200	20,604	60,608
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What income has already been raised?

Source	Year 1	Year 2	Year 3	Total
None	0	0	0	0
	0	0	0	0
	0	0	0	0
	0	0	0	0

TOTAL:	0	0	0	0
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What other funders are currently considering the proposal?

Source	Year 1	Year 2	Year 3	Total
None	0	0	0	0
	0	0	0	0
	0	0	0	0
	0	0	0	0

TOTAL:	0	0	0	0
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How much is requested from the Trust?

Expenditure heading	Year 1	Year 2	Year 3	Total
As above in section 'J'	19,804	20,200	20,604	60,608
	0	0	0	0
	0	0	0	0
	0	0	0	0
	0	0	0	0
	0	0	0	0

TOTAL:	20,444	20,853	21,270	62,567
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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	13,984
Activities for generating funds	3,280
Investment income	21
Income from charitable activities	8,433
Other sources	0
Total Income:	25,718

Expenditure:	£
Charitable activities	17,129 26,291
Governance costs	450
Cost of generating funds	9,162
Other	0
Total Expenditure:	26,741
Net (deficit)/surplus:	-1,023
Other Recognised Gains/(Losses):	0
Net Movement in Funds:	-1,023

Asset position at year end	£
Fixed assets	55,778
Investments	0
Net current assets	20,474
Long-term liabilities	0
*Total Assets (A):	76,252

Reserves at year end	£
Restricted funds	58,280
Endowment Funds	0
Unrestricted funds	17,972
*Total Reserves (B):	76,252

* 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? 0%
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Organisational changes

Describe any significant changes to your structure, financial position or core activities since the date of your most recent accounts: 5 year grant of £154,051.00 from the Big Lottery, awarded in 2013.
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Previous funding received

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

	2012 £	2013 £	2014 £
City of London (except City Bridge Trust)	0	0	0
London Local Authorities	0	9,280	0
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		2012 £	2013 £	2014 £
Big Lottery	0	29,602	30,195	
Sutton Community Fund	0	8,575	0	
LloydsTSB	9,350	0	0	
Awards For All	0	6,860	0	
John Paul Getty Jnr	0	3,000	0	

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: **Elizabeth McGarry**

Role within **Centre Manager**

Organisation: