

Aims of your organisation:

To promote any charitable purposes for the benefit of the public, principally but not exclusively in the local government area of Tower Hamlets and its environs and, in particular, build the capacity of third sector organisations and provide them with the necessary support, information and services to enable them to pursue or contribute to any charitable purpose.

To promote, organise and facilitate co-operation and partnership working between third sector, statutory and other relevant bodies in the achievement of the above purposes within the area of benefit.

Main activities of your organisation:**Number of staff**

Full-time:	Part-time:	Management committee members:	Active volunteers:

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?

Summary of grant request

Governance, Finance & Impact Project

Through a holistic approach, we aim to achieve a step change in how trustees, staff and volunteers work together for continuous improvement in the quality of their organisations and services. The project comprises two areas:

- 1) Support and training on finance, monitoring and impact reporting
 - (i) In-depth tailored support for a cohort of 8 organisations a year includes diagnostic assessment to ascertain strengths and weakness around financial management and systems, monitoring, evaluation and impact measurement. This will result in a mutually agreed action plan for improvement.
 - (ii) Training and support on monitoring, evaluation and impact reporting will provide resources and 8 workshops for 64 participants a year on monitoring, evaluation and impact reporting.
 - (iii) Training on financial management and systems will provide fact sheets and 62 workshops and surgeries on financial management and systems.
- 2) One year Volunteer trustee training and brokerage service in partnership with Volunteer Centre Tower Hamlets is a one year scheme involving recruitment, training and placement of 30 trustees in VCS organisations.

Need

1.1 Our development work has highlighted that many organisations are facing challenging capability issues and need more specific support on governance, organisational structure and finance, particularly during transition from one phase to another e.g. from being entirely volunteer led to having paid staff, or from having only small grants to applying for larger funding.

1.2 Public sector commissioning requires organisations to demonstrate quality assurance and effectively monitor, evaluate and demonstrate impact of their services. It is one of the strategic aims in the Tower Hamlets VCS Strategy:

"Evaluating and monitoring impact is a key strand of this VCS Strategy...it is increasingly important that the effectiveness of interventions and services are well understood..."

1.3 Poor financial stewardship in VCS organisations is of concern. Our recent European Social Fund Technical Assistance programme revealed weaknesses in many small organisations' financial systems and management.

2. THCVS found that boards can hinder rather than facilitate change. The issues we have identified include:

- Stagnation e.g. board members remaining the same over many years.
- Difficulty in recruiting, inducting and training new trustees.
- Split boards, with different levels of commitment or understanding.

Our Volunteer Centre led trustee training and brokerage pilot project in 2012-13 addressed some of these issues by recruiting, training and matching trustees to organisations. This informs our proposal.

THCVS has evidence based knowledge of the governance, finance, monitoring, evaluation and impact needs of local voluntary and community organisations. We have the expertise,

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

Do you have a Vulnerable Adults policy? **No**

What Quality Marks does your organisation currently hold?

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.

96 hours in-depth support for 8 organisations (12 hours each) per annum, from diagnosis to implementation of action plan for organisational development.

8 specialist monitoring, evaluation and impact reporting training/workshops (including 2 PQASSO workshops) for a total of 64 participants per annum.

A minimum of 30 surgeries/in-depth one to one support on financial management and 30 surgeries on systems per annum to provide small organisations with the knowledge and capability to manage their organisations in a for robust financial management.

4 PQASSO workshops per annum on the quality assurance standards of managing money, managing resources, monitoring & evaluation, and results.

3 Trustee training courses for 10 participants each complemented by 3 open evenings and 3 matching events in year 1, training 30 residents and placing them with a minimum of 15 organisations.

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% of supported staff and trustees surveyed reporting more confidence and capability in managing their organisations.

80% of organisations supported reporting improved capability to monitor, evaluate and report the impact of their projects and activities.

80% of organisations supported reporting a more robust financial management, controls and systems.

80% of organisations supported making informed decisions to raise more funds from Gift Aid.

60% of supported organisations have new and or diverse board members to strengthen their capability. 80% of trained residents feel well-trained/prepared and able to contribute effectively to local trustee boards (70% women, 70% under the age of 40).

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?

Who will benefit?

About your beneficiaries

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

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

Tower Hamlets (100%)

What age group(s) will benefit?

16-24

25-44

45-64

65-74

What gender will beneficiaries be?

All

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)

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: **Vietnamese**

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
Staff and Management	61,942	52,667	53,025	167,634
Other Direct Delivery Costs	2,650	2,150	2,150	6,950
Overheads	6,506	5,573	5,657	17,736
	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:	71,098	60,390	60,832	192,320

What income has already been raised?

Source	Year 1	Year 2	Year 3	Total
THCVS Reserves	4,328	4,328	4,328	12,984
	0	0	0	0
	0	0	0	0
	0	0	0	0
TOTAL:	4,328	4,328	4,328	12,984

What other funders are currently considering the proposal?

Source	Year 1	Year 2	Year 3	Total
	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
Staff and Management	57,614	48,339	48,697	154,650
Other Direct Delivery Costs	2,650	2,150	2,150	6,950
Overheads	6,506	5,573	5,657	17,736
	0	0	0	0
	0	0	0	0
	0	0	0	0
TOTAL:	66,770	56,062	56,504	179,336

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

Financial year ended -

Month: 31st March

Year: 2014

Income received from:	£
Voluntary income	205,137
Activities for generating funds	0
Investment income	0
Income from charitable activities	248,835
Other sources	0
Total Income	453,972

Expenditure:	£
Charitable activities	474,763
Governance costs	4,570
Cost of generating funds	1,715
Other	0
Total Expenditure	481,048
Net (Deficit)/Surplus:	(27,076)
Other Recognised Gains/(Losses)	0
Net Movement in Funds	(27,076)

Asset position at year end	
Fixed assets	1,491
Investments	0
Net current assets	111,321
Long-term liabilities	0
*Total A	112,812

Reserves at year end	
Endowment funds	0
Restricted funds	861
Unrestricted funds	111,951
*Total B	112,812

* Total A and Total B must be the same and should be taken from your balance sheet

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	237,741	193,462	200,000
London Councils	0	0	0
Health Authorities	0	0	0
Central Government departments	0	0	279,906
Other statutory bodies	0	0	47,000

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 £
	0	0	0
	0	0	0
	0	0	0
	0	0	0
	0	0	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: **Khadiru Mahdi**

Role within **Chief Executive**
Organisation: