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The City Bridge Trust

Investing In Londoners: Application for a grant



About your organisation

Name of your organisation: Caxton Youth Organisation	
If your organisation is part of a larger organisation, what is its name? Charity Registration number used to be:303293	
In which London Borough is your organisation based? Westminster	
Contact person: Ms. Rachel Grace	Position: Youth & Community Worker
Website: http://www.caxtonyouth.org	
Legal status of organisation: Registered Charity	Charity, Charitable Incorporated Company or company number: 1090549
When was your organisation established? 15/06/1948	

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 Work enabling disabled people of all ages to live independently
Please describe the purpose of your funding request in one sentence. To apply for a grant to deliver an Independence Programme, to enable young people with disabilities to realise their potential for independence.
When will the funding be required? 01/01/2015
How much funding are you requesting? Year 1: £34,375 Year 2: £34,022 Year 3: £35,521 Total: £103,918

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Aims of your organisation:

Caxton works to advance the education and social development of young people with disabilities, and their friends, resident in the City of Westminster, and to develop their social, educational, citizenship and life skills.

Main activities of your organisation:

- Caxton provides a range of services. Members have activities in the following settings:
- o the inner-city Clubrooms, where sessions are regularly attended throughout the week.
 - o Midge Island outdoor base, in four acres of land of outstanding natural and scientific interest on the River Wey in Surrey. Midge Island can accommodate up to 15 people at weekends and during summer holidays.
 - o Narrow boat facility, moored at our outdoor base and available for Caxton's service users.

Number of staff

Full-time:	Part-time:	Management committee members:	Active volunteers:
2	2	3	9

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?
Leased	8

Summary of grant request

Established in 1948, the Caxton Youth Organisation works with to advance the personal development of young people with disabilities between the ages of 11 and 25 in the City of Westminster.

The young people we work with have multiple disabilities, both mental and physical. They therefore face multiple disadvantages, such as prejudice, exclusion, lack of employability or workplace skills, poor social skills and a high degree of dependence.

The Caxton Youth Organisation offers four main programmes that are designed to overcome these disadvantages:

- Communication: (including ICT skills, online safety, and interpersonal skills)
- Enjoy and Achieve: (including art and music projects, sports, and volunteering)
- Health and Personal Care: (including sexual health, personal hygiene, coping with stress)
- Independence: see below

We seek funding to help us deliver our Independence Programme for 60 of young people who attend our Youth Club. The aim of the Independence Programme is to enable the young people to realise their full potential for independence. For some, this will mean that they move on to independent living; others will continue to live with their families but we will aim to help them become as independent as they possibly can.

The project will be delivered over a three year period and will consist of the following elements:

- Managing Money and Financial Literacy, twice per week at the youth club and five times per year at our outdoor base.
- Staying Safe (at home and in the street), three times per week at the Youth Club
- Managing a home, once per week at the Youth Club and over thirty-eight sessions per year at the outdoor base.
- Getting around on public transport (using the A to Z, or online resources, planning buses and tube lines), six times per year out and about in London
- Personal Skills (Personal skills, body language, meeting people, dealing with emotions and stress), once per week at the Youth Club and four times per year at the outdoor base.

In order to provide a strong focus on independence we require a dedicated Youth Worker who will lead the programme and be responsible for developing, planning, delivering and monitoring the progress of the young people. The post will be supervised by Rachel Grace, a professionally-qualified Youth and Community Worker who manages Caxton Youth Organisation and who will evaluate the effectiveness of the programme as a whole.

This is a new Independence Programme, because although we have been running some of the activities, we haven't yet brought them together, and fully developed them, into a comprehensive programme to achieve a set of identified outcomes. We will evaluate the individual progresses of our young people by using our own version of the Outcomes Star.

Caxton meets the Trust's 'Principles of Good Practice' as follows:

1. At least termly Caxton holds young person-led forums through which its members can decide the direction and focus of the organisation, its projects and activities, both at the Youth Club and at the outdoor base. Furthermore, the young people are represented by two elected members on the Management Committee.
2. Caxton Youth Organisation is a diverse organisation that prides itself on providing disabled young people with a safe non-judgemental environment.

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

N/A

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.

Managing Money and Financial Literacy

Staying Safe (at home and in the Street)

Managing a Home

Getting around on public transport (using the A to Z, or online resources, planning a journey, understanding buses and tube lines)

Personal Skills (Personal skills, body language, meeting people, dealing with emotions and stress)

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.

Understands money values, is able to manage a bank account and is able to manage a budget.

Has strategies for staying safe at home and in the street.

Can clean a room to a satisfactory standard, can make hot drinks and can cook five basic meals.

Is able to locate streets on an A to Z, can plan a journey involving a change of tube line/mode of transport and can plan a journey and arrive on time.

Can meet new people and socialise appropriately, can plan what to wear for a variety of scenarios, can deal appropriately with emotions and can assess problems objectively and make informed decisions.

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 would plan to continue this post beyond 2017. We would approach grant givers ahead of time to apply for funding.

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Who will benefit?

About your beneficiaries

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

60

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

Westminster (100%)

What age group(s) will benefit?

0-15

16-24

25-44

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?

Expenditure heading	Year 1	Year 2	Year 3	Total
Programme Worker: Salary	23,500	23,500	23,500	70,500
Programme Worker: Employer's N.I	2,181	2,181	2,181	6,543
Staff Recruitment	1,000	0	0	1,000
Pension Costs	0	0	532	532
Activity Materials for the Programme	600	620	640	1,860
Residentials at Midge Island	1,688	1,688	1,688	5,064
One quarter share of Youth Club overheads*	5,406	6,033	6,980	18,419
	0	0	0	0
	0	0	0	0
TOTAL:	34,375	34,022	35,521	103,918

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

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

How much is requested from the Trust?

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* = Details on file

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	11,889
Activities for generating funds	130,850
Investment income	46
Income from charitable activities	12,543
Other sources	0
Total Income:	155,328

Expenditure:	£
Charitable activities	155,668
Governance costs	1,200
Cost of generating funds	0
Other	0
Total Expenditure:	156,868
Net (deficit)/surplus:	-1,540
Other Recognised Gains/(Losses):	0
Net Movement in Funds:	-1,540

Asset position at year end	£
Fixed assets	13,529
Investments	0
Net current assets	120,734
Long-term liabilities	0
*Total Assets (A):	134,263

Reserves at year end	£
Restricted funds	52,289
Endowment Funds	0
Unrestricted funds	81,974
*Total Reserves (B):	134,263

*** 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? 31-40%
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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: Since the most recent audited accounts, the Senior Youth Worker Janet Beech has retired and the organisation is now managed by Rachel Grace. The core activities have remained the same, but the number of young people being referred to us has increased.
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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	60,000	60,000	60,000
London Councils	0	0	0
Health Authorities	0	0	0
Central Government departments	30,000	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 £
John Lyon's Charity	0	0	23,000
Lloyds TSB Foundation for England and Wales	10,000	10,000	0
Capital Community Foundation Comic Relief	15,000	15,000	0
Youth Opportunity Fund	30,000	0	0
Russel Investment/Robert Barr Fund	0	0	5,000

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: **RACHEL L GRACE**

Role within **Youth Organisation Manager**
Organisation: