

The City Bridge Trust

Investing In Londoners: Application for a grant



About your organisation

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| Name of your organisation: Shepherds Bush Families Project & Childrens Centre | |
| If your organisation is part of a larger organisation, what is its name? | |
| In which London Borough is your organisation based? Hammersmith & Fulham | |
| Contact person: Ms Tina Mayers | Position: C&YP Co-ordinator - Project Co-Manager |
| Website: http://www.shepherdsbushfamiliesproject.org/ | |
| Legal status of organisation: Registered Charity | Charity, Charitable Incorporated Company or company number: 1080495 |
| When was your organisation established? 01/02/1988 | |

Grant Request

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|--|
| Under which of City Bridge Trust's programmes are you applying? Improving Londoners' Mental Health |
| Which of the programme outcome(s) does your application aim to achieve? More refugee and asylum seekers experiencing trauma, grief and loss accessing mental health services resulting in improved mental health More children and young people receiving specialist help, resulting in improved mental health |
| Please describe the purpose of your funding request in one sentence. First contact therapeutic and practical support in a drop-in and appointments for impoverished and marginalised families in need in Shepherds Bush, West London |
| When will the funding be required? 01/12/2014 |
| How much funding are you requesting? Year 1: £33,742 Year 2: £33,742 Year 3: £0 Total: £67,484 |

Aims of your organisation:

SBFP&CC supports families who are homeless or have unmet housing needs and suffer social, economic hardship. We aim to give them better control over, and more choices in their lives so that the parents, children and young people can participate in society and live happier and more fulfilling lives.

Specifically we:

- Enable families to achieve greater independence and autonomy in their lives.
- Strengthen and improve family functioning and relating and improve mental health
- Raise the profile of family homelessness in the public domain
- Improve the life chances of children and young people through supportive, supplementary education
- Provide families with education, training, volunteering, employment opportunities through our own initiatives and signposting on to others
- Enable mutually supportive networks to grow among families
- Link the resources of the community with the needs of our service users in a joined up and forward thinking way

Main activities of your organisation:

Immediate Crisis Intervention: Our project staff and volunteers are on hand when our centre is open as a first point of contact for impoverished and vulnerable families facing problems or crises.

Parent & Child Drop In: Our parent and child work is at the heart of our project. We run a vibrant, warm, friendly and very welcoming drop-in centre, where families in housing need can come for support

1:1 Social Work Support and Advice: Confidential advice, support and assistance includes on-site sessions, outreach to vulnerable, isolated families who cannot, for a number of reasons, access our services

1:1 Therapeutic Work and Group Therapy: We provide an in house counselling service for individuals who are experiencing depression and anxiety, which is often exacerbated by their poor living conditions and financial stress

Pre-school provision: an Ofsted registered provision which is an opportunity for children to learn through play in a safe, stimulating and welcoming environment.

After School Club & Holiday provision:

Number of staff

| Full-time: | Part-time: | Management committee members: | Active volunteers: |
|------------|------------|-------------------------------|--------------------|
| 1 | 3 | 7 | 12 |

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 | 10 years |

Summary of grant request

We are seeking funding over two years for our therapeutic and family counselling project and a contribution towards core management and running costs.

Many parents and families come to our centre looking for immediate help with day-to-day problems and childcare and respite. We provide a range of facilities for them such as a fully stocked kitchen, laundry, computer room & families centre. Our child support includes pre-school, an after school club and school holiday provision. The families we work with have little or no funds, many are refugees/asylum seekers and have no recourse to public services or funds and these facilities are a life line for them. Without us they would not have essential local support that they can access.

The parents that come to us for child care and essential facilities often have many other challenges and crises in their lives that need immediate attention. Due to poor English, lack of confidence, lack of knowledge and a lack of family and friends many do not have anyone else to turn to. We offer them a sanctuary where they can make friends, receive initial crisis intervention through advice and counselling and be supported onwards to external providers through our comprehensive signposting and referral networks. Sometimes it takes many months or even years for our service users to divulge certain problems or challenges in their lives. It is only through out longer term support and relationship building that these issues can begin to be addressed.

We deliver the therapeutic work through a qualified family counselling worker, who will be employed on a sessional basis. The worker has been involved in the project for over 20 years and has unparalleled experience of helping families in the area overcome traumas and crises in their lives. Getting parents in acute need (and at immediate risk) into therapy, locally, in as short amount of time as possible is vital to prevent situations escalating out of control, which not only results in the individuals lives spiraling out of control but also places more pressure and costs on public health and social services when they are forced to become involved.

We aim to ensure that families in need of therapy are able to come to us to start their journey towards life improvement and finding solutions to the problems they face. Our work will ensure that some of the most marginalised families in West London do not slip through the gaps in welfare and social provision. We are best able to deliver this as we have over 25 years of working in the area from our centre which is well known to local residents, charities and agencies in the area with core staff having decades of experience and local knowledge. We have developed networks to ensure that the work we do is built upon by others, where needed, as well as offering volunteering and peer support roles so that those who have benefited and able can give back to their local community. We foster a climate of local resilience through a sustainable community charity model.

Our service users are mostly from BME communities and 90% of them are refugees and asylum seekers. Our project strongly fits with the Trust Outcomes we are applying under by working with refugees and asylum seekers who do not have access to statutory provision and by dramatically improving access for BME communities needing therapeutic support.

SBFP is shaped by the needs and challenges that our service users face (co-produced model) and where possible we listen to the solutions they propose, as well as supporting those that can to deliver peer support.

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

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.

Immediate drop-in support and crisis intervention. During opening hours families can come to us to discuss the problems they are having and challenges they face, with staff members and a trained counsellor (if available)

One on one Counselling and therapy sessions with no set limits and constrained only by capacity rather than arbitrary rules with the aim of working through issues to a suitable resolution

Group therapy supported by peer support workers to not only offer a place to share problems and how they can be overcome but also to foster friendships and build up a community support capacity. A lot of our work is a seed that creates networks where parents help each other

Comprehensive sign posting on to other supporting services. We hand-hold our service users to ensure that they can gain access to services that they are entitled to and that may assist them. Often we take care of form filling and first contact to ease the process

Local families will have access to the facilities of our centre such as a fully equipped kitchen, laundry, computer room and play facilities for children and young people. We also supplement meagre incomes with small gifts of luxury foods and toys/games at times for extremely impoverished families and their children

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.

Local families experiencing hardships and mental health issues will have local access to support services

Local families experiencing hardships will have access to essential cooking, washing, computer and play facilities

Timely intervention will prevent crises from escalating and will ensure that harm is minimised and pressure on statutory services is alleviated

Long term fostering relationships are built both with professionals and other service users through a co-production model

The local community will become better equipped to deal with day-to-day and longer term challenges and will be better connected and more resilient as a result

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?

Yes we plan to keep sessional counselling sessions available for families in need of immediate support, however we envisage being able to partly fund this work through increased revenue from corporate income and self generated income from our child support services. Also, we will require less core funding moving forward as a result

Who will benefit?

About your beneficiaries

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

250

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

Hammersmith & Fulham (80%)

Kensington & Chelsea (20%)

What age group(s) will benefit?

0-15

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?

11-20%

Funding required for the project

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

| Expenditure heading | Year 1 | Year 2 | Year 3 | Total |
|---|---------------|---------------|----------|----------------|
| Overhead and support costs for the therapeutic work | 18,000 | 18,000 | 0 | 36,000 |
| Project Manager Salary 2/5 (Full cost recovery) | 15,200 | 15,200 | 0 | 30,400 |
| Family Counsellor @ 25 hrs/pw over 48 weeks | 26,904 | 26,904 | 0 | 53,808 |
| | 0 | 0 | 0 | 0 |
| | 0 | 0 | 0 | 0 |
| | 0 | 0 | 0 | 0 |
| | 0 | 0 | 0 | 0 |
| TOTAL: | 60,104 | 60,104 | 0 | 120,208 |

What income has already been raised?

| Source | Year 1 | Year 2 | Year 3 | Total |
|--|----------|----------|----------|----------|
| London Borough Hammersmith & Fulham 3SIF Tbc | 11,000 | 11,000 | 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 |
|--|----------|----------|----------|----------|
| Henry Smith Charity for core costs | 10,000 | 10,000 | 0 | 20,000 |
| Big Lottery Reaching Communities (therapy and core work) | 25,000 | 25,000 | 25,000 | 75,000 |
| | 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 |
|--|---------------|---------------|----------|---------------|
| Family Counsellor @ 15 hrs/pw over 48 weeks | 16,142 | 16,142 | 0 | 32,284 |
| Project Manager Salary Contribution (1/5) Full cost recovery | 7,600 | 7,600 | 0 | 15,200 |
| Core costs contribution - sessional work, overhead etc. | 10,000 | 10,000 | 0 | 20,000 |
| | 0 | 0 | 0 | 0 |
| | 0 | 0 | 0 | 0 |
| | 0 | 0 | 0 | 0 |
| | 0 | 0 | 0 | 0 |
| | 0 | 0 | 0 | 0 |
| TOTAL: | 33,742 | 33,742 | 0 | 67,484 |

Finance details

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

| | | |
|-----------------------|------------------------|----------------------|
| Financial year ended: | Month: March | Year: 2013 |
|-----------------------|------------------------|----------------------|

| Income received from: | £ |
|-----------------------------------|----------------|
| Voluntary income | 213,420 |
| Activities for generating funds | 0 |
| Investment income | 11 |
| Income from charitable activities | 0 |
| Other sources | 0 |
| Total Income: | 213,431 |

| Expenditure: | £ |
|---|----------------|
| Charitable activities | 206,394 |
| Governance costs | 3,157 |
| Cost of generating funds | 11,419 |
| Other | 31,186 |
| Total Expenditure: | 252,156 |
| Net (deficit)/surplus: | -38,725 |
| Other Recognised Gains/(Losses): | 0 |
| Net Movement in Funds: | 67,982 |

| Asset position at year end | £ |
|----------------------------|---------------|
| Fixed assets | 50,781 |
| Investments | 0 |
| Net current assets | 35,586 |
| Long-term liabilities | 6,329 |
| *Total Assets (A): | 64,843 |

| Reserves at year end | £ |
|-----------------------------|---------------|
| Restricted funds | 24,181 |
| Endowment Funds | 0 |
| Unrestricted funds | 5,076 |
| *Total Reserves (B): | 29,257 |

* 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?
11-20%

Organisational changes

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

Following a comprehensive review and restructure, described previously, we are looking to end the year with a small surplus, (£20,000 est.) which will be used to build up our reserves towards an initial target of 3 months.

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 | 124,781 | 20,000 | 11,556 |
| 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 £ |
|--------------------|-----------|-----------|-----------|
| Tudor Trust | 100,000 | 54,700 | 38,000 |
| Children in Need | 23,544 | 24,495 | 23,046 |
| John Lyons Charity | 20,000 | 20,000 | 25,000 |
| Hammersmith United | 0 | 22,500 | 16,666 |
| Garfield Weston | 20,000 | 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: **Tina Mayers**

Role within **Manager (CEO equivalent)**
Organisation:



| REQUEST: City Bridge Trust | | | | |
|---|--------------------|-----------------|------------------|--------------------|
| SBFP Family Counselling/Therapeutic Social work | Year 1 | Year 2 | Year 3 | Totals |
| Therapeutic Social worker/family counsellor 15hrs @ £25.00 per hr over 48 weeks | £18,000 | 18,270 | 18,274.05 | £ 54,544.05 |
| Project Manager Salary Contribution 2 hr per week @ £22.41 x 52 weeks | £ 2,331 | £2,375.00 | 2,411 | £ 7,116.26 |
| NB:Core Costs of service, 20% of overall organisation costs | £11,146.00 | £11,480.00 | £11,825.50 | £ 34,451.50 |
| TOTAL | £ 31,476.64 | 32,125.0 | 32,510.51 | £ 96,112.15 |

NB: The core costs relate to 10% of the overall costs of the organisation as shown in core cost document. This is based on the fact that the new Therapeutic sessions will be approximately 10% of all activities delivered at SBFP.

Shepherds Bush Families Project & Children's Centre Reserves Policy

We aim to have 3 months reserves, a total of £60,000 within 5 years.

Trustees and managers will be aiming to raise significant unrestricted funds to in order to allow us to build our reserves by £12,000 a year on year. We currently have £10,000 in reserve.

We aim to raise these funds via applications for core costs and by building on the links we have, and forging new ones, with local companies Businesses and individuals.