

The City Bridge Trust

Investing In Londoners: Application for a grant



About your organisation

Name of your organisation: St Augustine's Community Care Trust	
If your organisation is part of a larger organisation, what is its name?	
In which London Borough is your organisation based? Richmond	
Contact person: Mrs Sue Hodder	Position: Chief Operations Officer
Website: http://www.homelinkdaycare.co.uk	
Legal status of organisation: Registered Charity	Charity, Charitable Incorporated Company or company number: 1047856
When was your organisation established? 15/05/1995	

Grant Request

Under which of City Bridge Trust's programmes are you applying? Older Londoners
Which of the programme outcome(s) does your application aim to achieve? Fewer older Londoners aged over 75 years with depression and more reporting improved well-being Carers aged 65 years and over better able to access support, advice and respite
Please describe the purpose of your funding request in one sentence. Contributing to the employment costs of our Chief Operations Officer and funding increased hours of our Volunteer Coordinator from 19 to 30 hours a week.
When will the funding be required? 01/12/2015
How much funding are you requesting? Year 1: £40,671 Year 2: £42,396 Year 3: £43,718 Total: £126,784

Aims of your organisation:

1. To support vulnerable, older people in Whitton and the surrounding areas who have long term disabilities, illness or mental health problems, by providing day care facilities which improve their care and quality of life.
2. To provide carers with respite and time for themselves from their caring roles.
3. To become a beacon of excellence for the care of dementia sufferers and provide a life-line that enables people to continue to live in their own home for longer.
4. To promote community connections and equality, and encourage diversity
5. To encourage a family atmosphere and run the centre with a small number of paid staff and many regular volunteers who also gain from their involvement.

93% of our clients are over 75 and 61% have been diagnosed with dementia and a further 10% have a functional mental health diagnosis. We specialise in providing day care for people with dementia. Clients have carers and 95% of these are over 65

Main activities of your organisation:

Homelink provides a person-centred day care respite service, run by local people. Each new client receives a pre-admission assessment either in our centre or in the client's home and a personalised care plan is prepared including a health monitoring programme for preventative care and regular reviews of each client's needs, including any necessary liaison with GPs, district nurses, social workers and hospitals.

As well as daily care we provide complementary services including chiropody, reflexology, aromatherapy, stroke management, mobility and exercise sessions, hairdressing, advice on nutritional needs and financial issues.

Our nurses play an important role in explaining health conditions to clients and carers and a great strength of Homelink is the stability and continuity of staff so that clients feel comfortable in familiar surroundings with people they know.

We offer a programme of activities including talks on health education, benefits & pension rights, visits from choirs, arts/crafts demonstrations, poetry readings, bingo, quizzes, visits from local schools and games like dominoes.

Number of staff

Full-time:	Part-time:	Management committee members:	Active volunteers:
1	16	10	56

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	The land is leased for 99 yrs

Summary of grant request

Summary

We hope City Bridge will contribute to the employment costs of our Chief Operations Officer and the extended hours of our Volunteer Coordinator in our brand new Homelink Day Respite Centre. The funding requested is not the full employment costs: we have made adjustments to ensure City Bridge only funds the proportion of costs equivalent to the % of people aged over 75 and carers over 65. The cost of the chief executive's post has also been reduced by the proportion of time spent on nursing duties.

Need

An ageing population means more older people and their carers need the support we can provide at Homelink. Analysis of projected need from national/ local statistics, plus continual pressure on our waiting list, confirms this. The Borough of Richmond projects that the number of older people with dementia will increase from around 2,000 individuals in 2012 to 2,300 in 2020: increasing by 18%. Furthermore, two thirds are likely to live in the community, cared for by family and mainstream primary health and social services.

In 2013, we were awarded a grant from the DH towards building a brand new centre reflecting the very latest thinking about the best built environment for people with dementia (Source: King's Fund and Stirling University). We were one of only 166 UK pilot social care projects and only a handful of new builds. Within 18 months we raised the remaining 45% of funding required and built a brand new centre to BREEAM excellent environmental standards. This has reduced our carbon footprint significantly from our previous, badly insulated building.

Homelink realised its long held dream to expand and become a centre of excellence of care for older people, whilst preserving its ethos of local care by local people.

Our plans were developed through extensive consultation with stakeholders, especially clients, carers, staff and volunteers, through questionnaires, carer forums, group discussions and one-to-one.

Request of City Bridge

We now need to raise money towards operating expenses. It is our commitment to subsidise fees (by approx 40%), and no-one is turned away on grounds of affordability. The gap is funded by local supporters, trusts and foundations and just 15% from local authority contracts.

We are proud that we managed to raise £1.385 million for the building, however we have a shortfall in our revenue fundraising and hope that City Bridge Trust will help us with two salaries over three years.

Our ambition for the new centre is to care for people with more complex needs and provide more support for carers. In order to achieve this we need to secure funding for our Chief Operations Officer so that she can spend more time planning and implementing future services and less time negotiating fee increases and cutting costs.

We also need more volunteers so that we can run more concurrent activities in smaller groups and have sufficient staffing and volunteers to provide one-to-one support if a client becomes anxious. We want to extend the working hours of our Volunteer Coordinator from 19 to 30 hours a week. The role involves recruiting, training and providing on-going support to volunteers and also working with staff and volunteers to create and implement a varied programme of activities and entertainment. The current hours, equating to two and a half days a week, are not sufficient to fulfil this role adequately and the extended hours will be six hours a day for five days.

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? **Yes**

What Quality Marks does your organisation currently hold?

Investor in People since 2003.

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.

5600 day care places for men/women, aged over 75 years (114 places a week for 49 weeks) during Yr 1.

5800 day care places for men/women, > 75 (118/week) during Yr 2.

5880 day care places for men/women, > 75 (120/week) during Yr 3

Total places - 17280

Respite break for carers - men and women aged over 65. Over three years this will equate to 17280 respite breaks or 86,400 hours respite. A carers break = one day a week for 5 hours.

A minimum of 3 carer support meetings each year - 9 in total with 20+ carers.

Training plan implemented for 60 volunteers and staff each year including dementia care and tailored to specific requirements based on assessment of needs.

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.

Many clients aged over 75 will experience the only social and intellectual stimulation of the week and their quality of life will be much improved.

By providing respite carer breaks we enable carers to participate in social/leisure activities of their choice, improving their quality of life and well-being. We have seen first-hand through feedback and evaluation that by providing this respite, carers health improves, mentally and physically, enabling them to continue in their caring role.

Carers share experiences in our support meetings. We recruit professional speakers to provide information eg financial and health advice and we signpost to other agencies/advocacies and training opportunities. Our partners within Richmond Carers Hub include Grace Debt Advice, Ethnic Minorities Advocacy Group, Alzheimer's Society & Addiction Support and Carers Agency

Through our partnership with Ethnic Minorities Advocacy Group (EMAG) we will actively encourage older people from ethnic minorities and their carers to visit us, since we can now provide a more appropriate care environment for them. This will improve the quality of their lives and widen diversity in Homelink.

We will share learning from our new centre with individuals and organisations. We have secured funding to share insights with carers about aspects of the built environment that reduce anxiety of people with dementia eg avoidance of shiny floor surfaces, so they can consider changes in their own homes.

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?

59% of our costs are funded from fees paid by clients. The remainder comes from grants, donations, service contracts, local fundraising and legacies. Our excellent reputation and record of achievement allow us to consistently secure income from these sources. This year is proving more difficult because we raised £1.385 mill last year to build a brand new centre.

Who will benefit?

About your beneficiaries

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

290

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

Richmond (90%) Hounslow (10%)

What age group(s) will benefit?

65-74 75 and over

What gender will beneficiaries be?

All

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

A range of ethnic groups White (including English/ Welsh/ Scottish/ Northern Irish/ British; Irish; Gypsy, Traveller or Irish Traveller; Any other White background)

If Other ethnic group, please give details:

What proportion of the beneficiaries will be disabled people?

71-80%

Funding required for the project

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

Expenditure heading	Year 1	Year 2	Year 3	Total
Basic pay Chief Operations Officer (COO)	36,689	37,423	38,172	112,284
National insurance	3,944	4,045	4,148	12,137
Pension	367	374	382	1,123
Basic pay Volunteer Coordinator	17,389	17,736	18,091	53,216
National insurance	1,280	1,328	1,377	3,985
Pension	174	177	181	532
	0	0	0	0
	0	0	0	0
	0	0	0	0

TOTAL:	59,843	61,084	62,351	183,278
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What income has already been raised?

Source	Year 1	Year 2	Year 3	Total
Garfield Weston (final month of £25k grant)	2,000	0	0	2,000
Homelink contribution	10,000	11,000	12,000	33,000
	0	0	0	0

TOTAL:	12,000	11,000	12,000	35,000
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What other funders are currently considering the proposal?

Source	Year 1	Year 2	Year 3	Total
Harbour Foundation	2,000	0	0	0
Applications have been made for other HL costs	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
Chief Operations Officer basic pay	30,709	31,997	32,980	95,686
National insurance	3,301	3,458	3,584	10,343
Pension	307	320	330	957
Volunteer Coordinator basic pay for extra 11 hours	5,535	5,767	5,944	17,246
National insurance for extra 11 hours	764	796	820	2,380
Pension for extra 11 hours	55	58	59	172
	0	0	0	0

TOTAL:	40,671	42,396	43,717	126,784
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Funding required for the project

Homelink - St Augustine's Community Care Trust

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

Expenditure heading	2016	2017	2018	Total
Salary of Chief Ops Officer	36689	37423	38172	112284
COO NI	3944	4045	4148	12137
COO Pension	367	374	382	1123
Training	2000	2040	2081	6121
Transport	5488	5598	5710	16796
Heat & light	4800	4896	4994	14690
Entertainment	2793	2849	2906	8548
Telephone & postage	3257	3322	3388	9967
TOTAL:	59338	60547	61781	181666

What income has already been raised?

Source	2016	2017	2018	Total
Fees/ Homelink contribution	20000	20400	20808	61208
Contract/ grant	2500	2550	2601	7651
				0
TOTAL:	22500	22950	23409	68859

What other funders are currently considering the proposal?

Source	2016	2017	2018	Total
Other trust applications are being made to cover any shortfall	4338	4436	4536	13310
TOTAL:	4338	4436	4536	13310

How much is requested from the Trust?

Expenditure heading	2016	2017	2018	Total
Staff costs 50% COO costs	18345	18712	19086	56142
COO NI 50%	1972	2022	2074	6068
COO Pension 50%	183	187	191	561
Training	1309	1335	1362	4005
Transport	3591	3663	3736	10991
Heat & light	3141	3204	3268	9613
Entertaining	1828	1864	1902	5593
Telephone & postage	2131	2174	2217	6523
TOTAL:	32500	33161	33836	99497

Finance details

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

Financial year ended:	Month: December	Year: 2014
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Income received from:	£
Voluntary income	71,191
Activities for generating funds	8,576
Investment income	6,297
Income from charitable activities	1,416,641
Other sources	0
Total Income:	1,502,705

Expenditure:	£
Charitable activities	268,022
Governance costs	1,544
Cost of generating funds	11,022
Other	0
Total Expenditure:	280,591
Net (deficit)/surplus:	1,222,114
Other Recognised Gains/(Losses):	0
Net Movement in Funds:	1,222,114

Asset position at year end	£
Fixed assets	1,102,720
Investments	0
Net current assets	392,161
Long-term liabilities	
*Total Assets (A):	1,222,114

Reserves at year end	£
Endowment funds	
Restricted funds	1,351,313
Unrestricted funds	143,568
*Total Reserves (B):	1,222,114

* 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?

1-10%

Organisational changes

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

No significant changes.

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	15,000	250,000
London Councils	0	0	0
Health Authorities	0	0	0
Central Government departments	0	76,000	684,000
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 £
Dunhill Medical Trust	0	10,973	22,103
Richmond Carers' Centre (Borough Council contract)	17,400	17,635	18,028
Lloyds TSB Foundation	4,167	12,500	8,333
Bradbury F'tion (capital)	0	0	150,000
Hampton Fuel Allotments (capital)	0	0	75,000

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: **Mrs Sue Hodder**

Role within **Chief Operations Officer**
Organisation: