

The City Bridge Trust

Investing In Londoners: Application for a grant



About your organisation

Name of your organisation: Fine Cell Work	
If your organisation is part of a larger organisation, what is its name?	
In which London Borough is your organisation based? Westminster	
Contact person: Dr. Katy Emck	Position: Founding Director
Website: http://www.finecellwork.co.uk	
Legal status of organisation: Registered Charity	Charity, Charitable Incorporated Company or company number: 1049095
When was your organisation established? 01/04/1997	

Grant Request

Under which of City Bridge Trust's programmes are you applying? Resettlement and Rehabilitation of Offenders
Which of the programme outcome(s) does your application aim to achieve? More ex-offenders successfully and sustainably resettled in the community and re-offending rates reduced More Londoners with improved economic circumstances
Please describe the purpose of your funding request in one sentence. To expand Fine Cell Work's services for ex-offenders and establish an external workshop where ex-offenders can receive mentoring, employment training and bursary support on release.
When will the funding be required? 01/01/2016
How much funding are you requesting? Year 1: £36,121 Year 2: £45,963 Year 3: £51,424 Total: £133,508

Aims of your organisation:

Fine Cell Work trains prisoners to do high quality, paid, creative needlework in their cells and textiles production in prison workshops to foster hope, discipline and employability. Our in-prison programmes provide textiles work for prisoners to do in their cells and also in prison workshops. They are trained to use hand-stitching and sewing machine techniques to make commercially-sold items, working in production teams to quality standards and demanding deadlines. Our goal is to encourage and incentivise the prisoners to apply themselves to the work, to contribute to the group and to progress to formal training, both in prison and on release.

Ultimately we aim to enable all Fine Cell Workers to leave prison more employable than when they went in, with the self-belief and purpose to stop offending. Where possible we also provide employment support on release, so they can build on the skills and positive relationships developed through FCW in prison by doing work experience and follow-on vocational training.

Main activities of your organisation:

Fine Cell Work's core service training 400 prisoners yearly to make skilled, hand-stitched products in their cells is delivered by 53 qualified volunteer instructors who teach them needlework, engage them as peer mentors and support them to undertake the FCW apprenticeship Stitchwise. The prisoners work autonomously in their cells for 20 hours weekly on average. A third of them also volunteer as peer mentors and class co-ordinators. They receive 36% of proceeds from sales of their products, which are sold to interior designers, private customers, museums and heritage organisations. 160 volunteers yearly also help to sell their products through private house sales, craft fairs and pop-up shops, while the FCW sales team focus on retail and online marketing. We also work with 60 prisoners in workshops, where they learn sewing-machine, upholstery and machine-embroidery skills, and with up to 10 ex-prisoners yearly who undertake work experience with FCW and have access to bursary funding for follow-on training in textile skills.

Number of staff

Full-time:	Part-time:	Management committee members:	Active volunteers:
8	4	12	120

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?
Rented	3 years; for renewal Sept 2015

Summary of grant request

We are requesting funding to develop resettlement support for Fine Cell Workers on release from prison. We plan to do this by establishing a Hub workshop where ex-prisoners will be able to volunteer, work with an employment mentor, and receive bursary support for further vocational training, or be employed on short-term contracts to gain experience. The "Fine Works Hub" will be on the same site and integrally linked to FCW's general office.

It is well known that offenders face enormous obstacles to reintegration on release from prison: almost half slipping back into crime. However, there is also much evidence that programmes giving employable skills and resettlement support reduce reoffending. Thus ex-prisoners who get into work within a year of release are up to 50% less likely to reoffend, and through-the-gates support reduces reoffending by to 40%.

There is also ample evidence that Fine Cell Workers are ready for this. Evaluation has shown our beneficiaries form a positive attachment to FCW in prison, gaining confidence and work-readiness as well as employable textile skills. Furthermore, our 2013 consultation at HMP Wandsworth showed 80% had a strong interest in a "joined-up" pathway from in-prison to post-prison support; and our 2014 evaluation showed that 84% of prisoners across all our programmes wished for post-release support from FCW itself.

FCW has worked with more than 5,000 prisoners in 42 prisons since beginning in 1997 and is very experienced in managing prisoners and training them to produce high quality items; and in working with skilled volunteers to help prisoners acquire new skills. We have sold prisoners' products to interior designers and national institutions. Annually we engage with 500 prisoners supported by a network of 250 volunteers.

We have also run a successful through-the-gate pilot over the past 24 months, supporting eight ex-prisoners and with a 100% non-reoffending rate. FCW's wide network of textiles contacts has been crucial to sourcing placements, with four of the eight ex-offenders moving into work in upholstery, soft furnishings, machine embroidery and costume-making. FCW helped the beneficiaries find their feet through setting up work experience placements alongside one-to-one mentoring at its office. The ex-offenders also assisted with production, sales and administration over periods ranging from 3-18 months, thereby gaining confidence and skills to undertake follow-on training and move into employment. Two of them were funded by FCW's apprenticeship awards scheme to do further training externally.

Our aim is to scale up this model so that by 2018 we can support 30 ex-prisoners yearly at the Fine Works Hub. Beneficiaries will be able to progress from expenses-paid volunteering to short-term employment contracts at the Hub, and thence to external work and training placements funded by FCW's apprenticeship scheme. We plan to extend our partnerships with external training agencies and potential employers (many of whom are trade partners or linked to our network of volunteers) to build further opportunities for ex-offenders. This will lead to long-term employment and reduced reoffending, fulfilling City Bridge's programme goal of the sustainable resettlement of offenders.

The first step in delivery will be to source, move to and equip premises with workshop space in Q4 of 2016. FCW's Managing Director and Office Manager will take the lead on this, with the Founding Director progressing the programme's staffing, volunteers, policies and procedures. New staff will include a Hub Supervisor to oversee production and probation consultancy to oversee risk management and progress audits and to train and support employment mentors.

FCW's environmental practice complies with all City Bridge's "Getting Started" and most of its "Making Progress" definitions. We have reviewed our environmental impact and implemented an environmental policy.

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?

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.

Provide 35 new volunteer employment mentors with in-house training and support, alongside outsourced "start-up" training from the Mentoring and Befriending Foundation. There will be FCW-based training and support on an ongoing basis alongside MBF training for 10 mentors in 2016; 10 in 2017; and 15 in 2018.

45 ex-offenders matched with new employment mentors with skills relevant to their individual needs. Most mentors will be textiles specialists. They will provide moral support; help beneficiaries develop and see through goals; provide information and guidance on CVs; help source training and work opportunities at fortnightly meetings over 3-18 months.

60 ex-offenders to volunteer at the Fine Works Hub for 3-18 months. There will be a range of roles available to suit different skills and needs: sewing-machine/ upholstery/ hand-stitching production work; stock management and recycling; and office administration. All will have basic IT skills training.

Beneficiaries will be able to complete accredited training begun in prison at the Fine Works Hub. Qualifications will include sewing machine skills (to Level 2), hand embroidery (to Level 2) and upholstery skills (to Level 1). Targets are 10 qualifications in 2017 and 15 in 2018.

We aim to give 13 bursaries for offsite training and/or living costs to facilitate work-experience or self-employment. Bursaries will encompass a wide range (to date they have included self-employment support and training in IT, upholstery and curtain-making). They will include two employment awards for paid work at the Hub.

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.

Volunteers are better able to provide mentoring support, with improved listening and motivational skills and a solid sense of boundaries and security awareness.

Greater employment readiness amongst ex-offenders able to present well and manage disclosure, teamwork and working to set requirements.

Ex-offenders are less isolated and have developed new relationships and pastimes through volunteering, work experience and their own practice of artisanship

Acquisition of new vocational skills amongst ex-offenders in a range of proven areas including production, administration, sales and stock management.

Ex-offenders in paid work, whether self-employed or as employees.

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. Our plan to ensure the sustainability of FCW's through-the-gate programme is threefold. Firstly we will broaden production to incorporate machine-made items fabricated in workshops, thereby lowering cost-of-sales and growing sales

Who will benefit?

About your beneficiaries

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

20

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

London-wide (100%)

What age group(s) will benefit?

16-24 25-44 45-64

What gender will beneficiaries be?

Male Female

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?

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
Rent	54,000	76,000	76,000	206,000
Office overheads	17,400	18,600	18,200	54,200
Staffing	32,621	37,503	38,624	108,748
Ex-prisoner stipends	5,000	21,600	32,400	59,000
Ex-prisoner training and employment awards	8,000	8,000	25,000	41,000
Volunteer mentor training and expenses	3,320	4,740	6,260	14,320
Ex-prisoner support staff	19,333	33,000	28,840	81,173
Social enterprise costs (materials, marketing, staff)	8,900	25,200	43,600	77,700
Evaluation/ reporting	4,000	4,000	4,000	12,000

TOTAL:	152,574	228,643	272,924	654,141
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What income has already been raised?

Source	Year 1	Year 2	Year 3	Total
ASK Trust	20,000	20,000	20,000	60,000
Lady Anne Tree Fund	25,000	8,000	9,000	42,000
	0	0	0	0

TOTAL:	45,000	28,000	29,000	102,000
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What other funders are currently considering the proposal?

Source	Year 1	Year 2	Year 3	Total
Philip King Trust	50,000	50,000	50,000	150,000
	0	0	0	0

TOTAL:	50,000	50,000	50,000	150,000
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How much is requested from the Trust?

Expenditure heading	Year 1	Year 2	Year 3	Total
Office (10% of cost)	3,480	3,720	3,640	10,840
Senior staff	18,821	20,703	21,324	60,848
Ex prisoner stipends (50% of total)	2,500	10,800	16,200	29,500
Volunteer expenses	1,320	2,740	4,260	8,320
Volunteer mentor training	6,000	4,000	2,000	12,000
Evaluation/ reporting	4,000	4,000	4,000	12,000
	0	0	0	0

TOTAL:	36,121	45,963	51,424	133,508
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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	514,981
Activities for generating funds	0
Investment income	2,617
Income from charitable activities	212,133
Other sources	0
Total Income:	729,731

Expenditure:	£
Charitable activities	503,349
Governance costs	8,570
Cost of generating funds	149,287
Other	0
Total Expenditure:	661,206
Net (deficit)/surplus:	68,525
Other Recognised Gains/(Losses):	4,792
Net Movement in Funds:	73,317

Asset position at year end	£
Fixed assets	208,452
Investments	0
Net current assets	242,869
Long-term liabilities	0
*Total Assets (A):	451,321

Reserves at year end	£
Restricted funds	108,698
Endowment Funds	200,641
Unrestricted funds	141,982
*Total Reserves (B):	451,321

* 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:

N/A

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	0	0
London Councils	0	0	0
Health Authorities	0	0	0
Central Government departments	0	0	0
Other statutory bodies	11,100	10,850	13,300

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 £
Philip King Trust	10,000	35,230	34,227
Esmee Fairbairn Foundation	40,000	40,000	0
Monument Trust	0	33,000	33,000
Westminster Foundation	18,163	18,163	18,163
John Armitage Trust	36,000	12,000	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: **Katy Emck**

Role within **Founding Director**
Organisation: