

The City Bridge Trust

Investing In Londoners: Application for a grant



About your organisation

Name of your organisation: Bexley Voluntary Service Council	
If your organisation is part of a larger organisation, what is its name?	
In which London Borough is your organisation based? Bexley	
Contact person: Mr Mark Restall	Position: Business Development Officer
Website: http://www.bvsc.co.uk	
Legal status of organisation: Charitable company	Charity, Charitable Incorporated Company or company number: 279880
When was your organisation established? 09/01/1965	

Grant Request

Under which of City Bridge Trust's programmes are you applying? Strengthening London's Voluntary Sector
Which of the programme outcome(s) does your application aim to achieve? More organisations with improved capabilities in monitoring, evaluation and impact reporting
Please describe the purpose of your funding request in one sentence. "Measuring Impact to Improve Performance" project: providing training and support for Bexley voluntary sector organisations to improve their capacity to measure and demonstrate their value.
When will the funding be required? 01/04/2016
How much funding are you requesting? Year 1: £40,331 Year 2: £42,648 Year 3: £35,797 Total: £118,775

Aims of your organisation:

BVSC's Mission:

BVSC exists to promote voluntary and community action as a means of improving the quality of life for people in Bexley by:

- Supporting the work of voluntary organisations and volunteers
- Assisting them to promote their views on issues and decisions that affect them
- Helping them to identify and respond to unmet needs within the community

BVSC has four main strategic aims:

- Strengthening the range of advice, information, training and development services available to Bexley's voluntary and community organisations, helping them improve their effectiveness in delivering services
- Undertaking a central co-ordinating function for Bexley's voluntary sector, enable groups to come together to exchange and communicate ideas, encourage co-operation and collaboration and avoid duplication
- Promoting partnership with the public and private sectors in the formulation of policy

Main activities of your organisation:

As a Council for Voluntary Service our activities include

- Representing the local voluntary sector at strategic boards, partnership groups etc
- Influencing commissioning policy and practice, promoting recognised good practice models
- Regular updates on local and national voluntary sector issues through our newsletter
- Facilitating collaboration and supporting voluntary sector consortium working when appropriate
- Online directory of local voluntary and community services
- A Volunteer Centre to promote, support and develop volunteering
- Website with the latest news and vacancies, details of training opportunities, downloadable toolkits and links to websites of other support services and partners
- One to one development support to start a new voluntary/community group or develop an existing one, including funding advice
- Training courses designed to meet the needs of groups
- Forums for collaboration, networking and peer support
- Equipment hire, photocopying, printing and collating service

Number of staff

Full-time:	Part-time:	Management committee members:	Active volunteers:
3	6	7	2

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	On-going occupancy agreement

Summary of grant request

Our project is intended to improve the impact measurement and reporting of voluntary organisations within Bexley. We will work intensively with 14 groups, identifying at least 6 to act as beacons, passing on their knowledge and expertise to other local organisations. Voluntary organisations -- especially smaller ones -- struggle with the ability to measure and demonstrate their value. They know what they want to achieve and why, but can lack training and expertise in some of the more technical areas. Evaluation is central to improving the performance of voluntary groups, and enabling them to secure financial support.

We believe the capacity to tell the story of what we do and what difference it makes is crucial to Bexley's voluntary sector. The local authority is implementing £50m of cuts across its budget by 2018. If groups cannot show what difference they are making then they -- and the sector as a whole - will be unable to make a good case for being funded in the future.

We will employ a Development Officer as an 'Outcomes and Impact Champion' who will work with groups in Bexley over three years to improve their monitoring and evaluation practice. They will:

- engage with 14 Bexley groups and secure their involvement in the project
- organise a programme of training courses, identifying trainers and other advisors
- provide 1-to-1 bespoke support to the organisations taking part
- develop a web-based information and learning support zone
- develop a programme of activities, events and support sessions according to the expressed needs of the organisations.
- work with small groups to develop their capacity to implement good evaluation practice
- evaluate the project and leave a legacy of guidance and good practice that other groups can follow

By the end of the project we aim to have given 14 groups the skills, knowledge and capacity to monitor, evaluate and report the impact of their work. In addition this expertise will remain within the sector as a resource to be cascaded out to other groups within Bexley.

BVSC was established 50 years ago and is the Council for Voluntary Service (CVS) for the borough of Bexley. We are the only infrastructure organisation in Bexley and the only organisation providing development support and capacity building for groups (other than Trust Thamesmead which operates in only one small part of the borough). We have a long history of providing development support including support to assist groups with their monitoring, evaluation, outcomes and impact issues. We have focussed on the needs of small groups by delivering a Small Groups Project for 11 years, and therefore have skills and experience in this area. We also have a qualified PQASSO mentor within the staff team.

BVSC has Investors in People status, and its volunteer centre has been awarded the Volunteer Centre Quality Accreditation mark. We are currently working towards PQASSO accreditation. We have been recognised as a BIG Assist Beacon for Change.

The project will meet the Trust's principles of good practice by:

- Evaluating the impact of the project on the wider voluntary service as part of the final report.
- Monitoring our work and seeking feedback through tools such as
 - Individual need assessments and progress reports
 - Participants reports on implementation of their learning
 - Training evaluation forms
 - Consultation documents and results

- Specifically targeting and working with smaller groups to both build capacity and identify at least three to act as impact beacons
- Producing a report at the end of the project to share our learning and practice, which we will disseminate through both local and national networks, such as NAVCA, the membership body for CVS's.

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?

Investors in People (IiP). We have previously had PQASSO at level 1, and are working towards achieving this again. We are also currently working towards the

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.

Fourteen groups will receive intensive support from an Impact Champion who will be employed by BVSC, and who will have technical skills and experience of supporting groups, including small groups, on monitoring, evaluation and evidencing impact.

Sixteen one-day training courses delivered over eighteen months, for fourteen voluntary groups in Bexley, which will increase their learning and knowledge of monitoring and evaluation systems and impact measuring and reporting. A further fifteen groups will receive training on specific areas of impact measurement according to their individual needs.

Follow-up support sessions and workshops with the trainer and/or Impact champion held as required and appropriate for groups on an on-going basis. These would include bite-sized training, seminars and workshops, learning sets, Peer mentoring workshops and events, and an "Impact Forum" as appropriate.

We will identify 6 groups to act as beacons -- 3 of which will be smaller organisations. Their role will be to champion work around evaluation and impact assessment both within the sector and to relevant public sector bodies, and provide peer support to other voluntary organisations

Information placed on BVSC's website, including a "learning zone" with training presentations, guides, articles, current trends, toolkits and resources, and links to other relevant websites. An "ask a question" e-mail exchange with the Impact champion established.

A separate e-mail forum established to exchange information and ideas and provide peer support.

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.

14 voluntary and community sector groups in Bexley, including small groups, have increased knowledge of good monitoring and evaluation practice and systems and ability to embed them throughout their organisation, and are better able to identify and measure outcomes and impact using a range of systems and tools.

14 groups in Bexley are more focused on their goals and outcomes and are more able to plan, develop and review services and interventions accordingly. Groups performance is therefore improved.

14 groups in Bexley are better able to demonstrate and report their impact to policy makers, donors, beneficiaries, staff, volunteers and funders and to show how they make changes to the lives of their beneficiaries.

14 groups in Bexley have increased capacity to make better quality, robust and evidence based funding applications, and to bid to deliver commissioned services, increasing chances of obtaining funding particularly through local funding initiatives.

An agreement with commissioners in Bexley is developed and established, so that there is a consistent model and expectations in relation to outcomes and impact, and awareness and importance of this is raised in the voluntary sector.

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 plan to leave a legacy of guidance and beacon organisations at the end of the project to create a lasting impact without requiring further funding.

Who will benefit?

About your beneficiaries

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

1,400

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

Bexley (100%)

What age group(s) will benefit?

All ages

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
Salaries incl ENI and pension	24,220	25,015	25,788	75,023
Training session costs (trainer fees etc)	5,400	10,800	1,800	18,000
Laptop, equipment for videoing presentations	1,200	0	0	1,200
Evaluation	0	0	1,500	1,500
Publicity and communication: Events, printing etc	250	250	1,000	1,500
Travel expenses	500	510	520	1,530
Web hosting for online learning zone	500	510	520	1,530
Recruitment costs	3,000	0	0	3,000
Management costs	5,261	5,563	4,669	15,492

TOTAL:	40,331	42,648	35,797	118,775
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What income has already been raised?

Source	Year 1	Year 2	Year 3	Total
	0	0	0	0
	0	0	0	0

TOTAL:	0	0	0	0
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What other funders are currently considering the proposal?

Source	Year 1	Year 2	Year 3	Total
	0	0	0	0
	0	0	0	0

TOTAL:	0	0	0	0
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How much is requested from the Trust?

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Finance details

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

Financial year ended:	Month: March	Year: 2015
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Income received from:	£
Voluntary income	337,334
Activities for generating funds	62,649
Investment income	1,448
Income from charitable activities	0
Other sources	0
Total Income:	401,441

Expenditure:	£
Charitable activities	438,692
Governance costs	1,468
Cost of generating funds	0
Other	0
Total Expenditure:	440,160
Net (deficit)/surplus:	(38,719)
Other Recognised Gains/(Losses):	0
Net Movement in Funds:	(38,719)

Asset position at year end	£
Fixed assets	9,307
Investments	0
Net current assets	345,223
Long-term liabilities	0
*Total Assets (A):	354,530

Reserves at year end	£
Endowment funds	196,636
Restricted funds	157,894
Unrestricted funds	0
*Total Reserves (B):	354,530

* 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?

84%

Organisational changes

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

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	165,176	183,989	223,600
London Councils	0	0	0
Health Authorities	123,843	135,280	61,149
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 £
Big Lottery	60,018	25,414	0
London & Quadrant	0	17,500	12,500
Trust Thamesmead	0	2,460	0
Star People	0	0	5,000
LVSC	0	0	20,000

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: **Mark Restall**

Role within
Organisation: **Business Development Officer**