

The City Bridge Trust

Investing In Londoners: Application for a grant



About your organisation

Name of your organisation: Pro Bono Community	
If your organisation is part of a larger organisation, what is its name?	
In which London Borough is your organisation based? City	
Contact person: Mr Bill Skirrow	Position: Director
Website: http://www.probonocommunity.org.uk	
Legal status of organisation: Registered Charitable Incorporated	Charity, Charitable Incorporated Company or company number: 1153220
When was your organisation established? 02/08/2013	

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 the skills to improve their volunteer management More people accessing debt and legal services
Please describe the purpose of your funding request in one sentence. We want to provide more free legal advice in London by training law students to work as volunteers in Law Centres and advice agencies.
When will the funding be required? 01/03/2016
How much funding are you requesting? Year 1: £36,985 Year 2: £36,985 Year 3: £36,985 Total: £110,955

Aims of your organisation:

Pro Bono Community's aim is to increase the amount and quality of pro bono legal advice available by providing structured training aimed at equipping law students, trainees and lawyers with the skills and expertise to become effective volunteers in Law Centres and advice agencies.

By training and placing volunteers in Law Centres and advice agencies we aim to prevent and relieve poverty, hardship and distress by increasing the amount and improving the quality of free legal advice in the areas of law most likely to affect those in poverty or need and who are unable to afford to pay for such advice.

In a wider context, the charity aims to play its part in relieving the burden on public resources by intervening early before legal problems spiral out of control and changing the culture towards pro bono work within the legal profession by engaging with young lawyers as or before they embark on their careers.

Main activities of your organisation:

Pro Bono Community has developed and delivered a range of training programmes aimed at equipping law students, trainees and lawyers with the knowledge and skills to become effective volunteers in Law Centres and advice agencies. Each programme begins by providing students with an introduction to advice work with an emphasis on interpersonal and practical skills before focussing on one or more of a range of specialist law topics including welfare benefits, housing, debt and employment law. PBC has also built relationships with a network of Law Centres and advice agencies to facilitate the placement of volunteers. The charity has developed a successful business model whereby we charge law firms to put trainees and lawyers through the training. However, law students represent a huge and relatively untapped source of volunteers but the same model does not work because universities and law schools are unable to pay for the training. This application is part of an initiative to address this challenge.

Number of staff

Full-time:	Part-time:	Management committee members:	Active volunteers:
1	1	6	0

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	Undefined office space licence

Summary of grant request

In a financial climate which has seen Law Centres and advice agencies closing down and hundreds of thousands fewer people receiving legal advice, the need for well-trained and highly-motivated volunteers to help meet the large and growing gap between the demand for free legal advice and the capacity of Law Centres and advice agencies to deliver it has never been greater.

Law students represent a huge and relatively untapped source of volunteers because not only do the students recognise the inherent value of volunteering but also because, subject to their receiving suitable training, volunteering enhances their employability by providing them with client-facing experience, the skills for practice and the opportunity to develop their practical knowledge of legal processes. However, the business model we have used successfully with law firms does not work for law students because universities and law schools are unable to pay for the training.

The project has two principal components:

- Recruiting and training law students who wish to become volunteers
- Coordinating and administering the training programmes and volunteering placements

Pro Bono Community (PBC) has developed a range of training modules enabling us to tailor programmes to the needs of different Law Centres and advice agencies and the people who seek legal advice there. The training will comprise a general introduction to legal advice and the practical skills involved in volunteering before going on to focus on specialist legal advice topics including welfare benefits, housing, employment and debt.

PBC will train one cohort of 20 law students four times per year with attendees being expected to commit to volunteering for a minimum of one day per week for three months although, in practice, we expect many to become regular volunteers and to carry on working with the Law Centre on an ongoing basis as well as becoming evangelists for volunteering in their future careers.

PBC has developed relationships with Law Centres, advice agencies, universities and law schools in the course of providing training and placing volunteers for a variety of law firms. We have also undertaken two pilot programmes recruiting students direct from universities and law schools including BPP, City Law School and London South Bank University. The number of applications from students to the latter programmes far exceeded the places available and we are confident that we will fill the 80 places per year from amongst the most committed and well-qualified applicants.

Training and volunteer coordination and administration will include provision for recruiting the volunteers, administering the training, coordinating their volunteering placements and monitoring their activities.

We are applying to the Strengthening London's Voluntary Sector programme because we are a second-tier organisation working with frontline agencies to increase the number and quality of volunteers available to them. We believe this project also serves to meet the outcome of more people accessing debt and legal services in the Reducing Poverty programme.

One of the objectives of this project will be to generate data and learning about the most effective ways to recruit, train, manage and supervise student volunteers, and to identify the tasks that these volunteers are most suited to performing. PBC has developed a good understanding of these issues through previous experience which will inform the approach taken in the project. We will monitor the project on an ongoing basis through activity logs, focus groups, surveys and other methodologies and expect to generate new learning which will shape the project going forward. We view this project as a template for other similar projects across the country and propose to make all the data and learning we gather available through formal networks and individual relationships.

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? **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.

240 law students trained in general advice skills and a range of specialist legal topics including welfare benefits, housing, debt and employment law.

3120 or more volunteer days undertaken by trained law students at Law Centres and advice agencies across London.

9,000 or more vulnerable people with legal problems receiving free legal support and advice at Law Centres and advice agencies across London.

The project will support the provision of pro bono legal advice to individuals in hardship and distress at a cost of approximately £12 per person advised.

A comprehensive report based on this project providing data and learning to inform the development of other similar projects across the country.

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.

The clients of Law Centres and advice agencies across London benefit from increased access to pro bono work, receiving high-quality advice from well-trained volunteers.

Increased access to trained volunteers enables Law Centres and advice agencies to help more clients more quickly and thus prevent legal problems from spiralling out of control.

Earlier intervention as a result of increased access to legal advice will reduce the number of Litigants in Person, ie individuals who are representing themselves in court and posing a major challenge to the efficient running of the judicial system.

Law Centres and other advice agencies benefit from receiving access to a source of well-trained and committed volunteers, enabling them to focus on their core services.

Similar projects across the country recruiting and training law students to work as volunteers will benefit from the data and learning gained from this project.

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 will still need to seek funding for training and placing students as volunteers at the end of the period but we expect to be able to reduce the amount required to do so by subsidising it out of sales income gained from charging law firms and other clients to put their employees through the training.

Who will benefit?

About your beneficiaries

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

3,120

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

London-wide (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?

21-30%

Funding required for the project

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

Expenditure heading	Year 1	Year 2	Year 3	Total
Training	10,000	10,000	10,000	30,000
Materials	3,040	3,040	3,040	9,120
Training & Volunteer Coordinator (0.5)	11,900	11,900	11,900	35,700
Central overheads	12,045	12,045	12,045	36,135
	0	0	0	0
	0	0	0	0
	0	0	0	0
	0	0	0	0
	0	0	0	0
TOTAL:	36,985	36,985	36,985	110,955

What income has already been raised?

Source	Year 1	Year 2	Year 3	Total
	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
	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
Training	10,000	10,000	10,000	30,000
Materials	3,040	3,040	3,040	9,120
Training & Volunteer Coordinator (0.5)	11,900	11,900	11,900	35,700
Central overheads	12,045	12,045	12,045	36,135
	0	0	0	0
TOTAL:	36,985	36,985	36,985	110,955

Finance details

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

Financial year ended:	Month: August	Year: 2014
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Income received from:	£
Voluntary income	80,020
Activities for generating funds	0
Investment income	7
Income from charitable activities	940
Other sources	0
Total Income:	80,967

Expenditure:	£
Charitable activities	51,435
Governance costs	0
Cost of generating funds	0
Other	0
Total Expenditure:	51,435
Net (deficit)/surplus:	29,532
Other Recognised Gains/(Losses):	0
Net Movement in Funds:	29,532

Asset position at year end	£
Fixed assets	0
Investments	0
Net current assets	29,532
Long-term liabilities	0
*Total Assets (A):	29,532

Reserves at year end	£
Restricted funds	17,677
Endowment Funds	0
Unrestricted funds	11,855
*Total Reserves (B):	29,532

*** 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?
0%

Organisational changes

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

We have received a new grant of £48,000 from The Legal Education Foundation payable in instalments from July 2015. We have received other grants and donations since August 2014 of approximately £20,000. From September 2014, we began generating sales income which has amounted to £59,000 to date.

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	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 £
Legal Education Foundation	500	41,500	33,000
Herbert Smith Freehills	0	10,000	0
Law Society Charity	0	0	5,000
Baker & McKenzie	2,000	0	0
Land Securities Fund	0	0	1,200

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: **Bill Skirrow**

Role within **Executive Director**
Organisation: