

The City Bridge Trust

Investing In Londoners: Application for a grant



About your organisation

Name of your organisation: Limes Community and Children's Centre	
If your organisation is part of a larger organisation, what is its name? N/A	
In which London Borough is your organisation based? Waltham Forest	
Contact person: Ms Elizabeth Fraser	Position: Director
Website: http://www.thelimes.org.uk	
Legal status of organisation: Registered Charity	Charity, Charitable Incorporated Company or company number: 1099064
When was your organisation established? 02/07/2001	

Grant Request

Under which of City Bridge Trust's programmes are you applying? Making London More Inclusive
Which of the programme outcome(s) does your application aim to achieve? Work supporting young disabled people (aged 16-25) in the transition to adulthood and/or independent living Work enabling disabled people of all ages to live independently
Please describe the purpose of your funding request in one sentence. Friends Enterprises, a programme designed to build disabled young people's entrepreneurial skills, placing them at the heart of the community as socially active, independent citizens.
When will the funding be required? 04/01/2016
How much funding are you requesting? Year 1: £39,130 Year 2: £39,916 Year 3: £40,717 Total: £119,763

Aims of your organisation:

The Limes is a safe space in which disabled children and young people can learn and play while their families/carers receive advocacy and respite. We help users who attend out centre to reach their potential socially, emotionally and educationally. We are widely recognised for our expertise in helping CYP and their families to thrive and to have their say. Our work includes supporting carers of pre-school children (sometimes pre-diagnosis); offering advice and expert help and providing training and support for youngsters to learn skills and develop future pathways to smooth their transition into adulthood. Through our activities we strive for users to regain and develop their independence while being at the centre of any plans made for them. We are locally recognised as representing the voice of the disabled child and supporting them to advocate for themselves.

Main activities of your organisation:

Our services include: toddler groups, where carers can meet local families and children can enjoy our sensory facilities; respite and advocacy support to families of disabled children (including carers and siblings); holiday play schemes utilising our adventure playground, sensory room and soft play, trips out to the cinema, bowling and local parks, cooking, treasure hunts and water fights; SPLAT! our after-school club for parents and children to enjoy together which involves dance, drama, music and art activities. CAPS is a unique group for children with Asperger's or high-functioning autism to play together at the Limes, overseen by dedicated and experienced staff who support social interactions. Youth clubs for 10-15-year-olds and 16-25-year-olds and Teen-scheme during holidays for 13-17-year-olds. Both services include activities such as bowling, cooking, gardening, watching films and trips out to central London. Our Stepping into Work scheme for 14-25-year-olds and our Friends Empowered self-advocacy group for 18-25-year-olds provide learning- and work-based skills courses.

Number of staff

Full-time:	Part-time:	Management committee members:	Active volunteers:
5	24	6	9

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	13 years 3 months remaining

Summary of grant request

Young adults with learning difficulties (LD) are increasingly isolated with opportunities to be independent limited. Traditional routes to employment/volunteering are poorly signposted. Young people with LD go from exciting opportunities as children into overstretched adult services where their interests are secondary to the perfunctory positions they are recruited to fill. We'll target our services in Waltham Forest a highly deprived area supporting LD residents to lead fulfilling, economically successful lives. User feedback and planning has helped to design Friendly Enterprises to build participants' entrepreneurial skills.

237 disabled young people aged 16-25 (over three years) will develop micro-business ideas. A bi-monthly steering group will enable young people to hear guest speakers, develop joint ideas, and acquire new communication and team working skills, while learning from visits to other markets/businesses. Users will self-select a 'manufacturing' activity in Limes' Zest Kitchen, Edible Forest Garden or our Crafting sessions (providing art-based creativity). Users will have time to design and develop items for sale to the public (eg, cakes, plants, candles). Users will help manage and deliver a Sunday market enabling them to sell their wares to the public. The market (x10 p.a.) will empower users and their families, each will be supported to develop exit strategies with business advice for each start-up.

Users will develop entrepreneurial spirit and life skills becoming more socially active and self-determined. Users will exhibit improved levels of independence by learning critical communication skills and practical transferable skills (such as money-handling).

The Lime has have been delivering projects to children and young people with LD, ASD and dual diagnosis for more than a decade. We are adept at handling large sums of money (our average turnover is around £360,000 a year). We are highly respected within Waltham Forest: Limes sits on the Local Children and Young People Commissioning Panel and the Learning Disability Partnership Board; our director is a local disability champion. We have become the 'go-to' organisation for council officers and councillors seeking inclusion guidance.

The project will meet the Trust's "Making London More Inclusive" strand, particularly "supporting young disabled people (aged 16-25) in the transition to adulthood and/or independent living". It will transform users' lives, but also the community of which they will become an increasingly active part, helping the public to see the person, not the disability. Friendly Enterprises will promote beneficiaries' independence, enlighten locals and strike vital blows for inclusion in the capital.

The project meets the Trust's principles of good practice by being a user-lead program, disabled users will plan, manage and help run the project via their own project steering group. This is an extension of our general ethos: our services are user-led to ensure they are universally accessible and appropriate.

The project will value diversity. It will take place at our community centre, the only fully bespoke accessible play space in the borough. Our policies have been developed in line with statutory requirements, local procedures and national legislation (eg, the Equality Act 2010). Our staff speak 17 community languages and reflect diversity in a highly deprived area. We use the multi-faith calendar to plan services and celebrate all religions and cultural events.

Two community volunteers will attend every session and help users make their business visions a reality. Volunteers undergo induction, training and regular supervision attending staff meetings in the process.

We are taking steps to reduce our carbon footprint. We participated in the climate change programme run by Waltham Forest NCVO and have an environmental champion on staff. We recently received a five-star rating in the Trucost Environmental Register (our carbon footprint was 56.23 tonnes).

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?

CMS (Certificate of Maintained Standards)

Working towards ROASSO (Practical Quality Assurance System)

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.

Friends Enterprises group meets bi-monthly over three years. Users meet to establish interests, develop team work and entrepreneurial ideas and allocate manufacturing activities. They will also conduct research meetings and trips to gather information, inspiration and guidance/advice about entrepreneurial ideas. Exit plans created for each user (including business planning).

Friends Enterprises manufacturing activities 50 weeks p.a. x 3 years, including Zest Kitchen - users plan recipes, bake, cook and sell wares; Edible Forest users develop garden, weed, sow, plant, water and harvest for selling/cooking; Crafting session users design, buy materials and make crafts to sell (eg, jewellery, home gifts).

30 market/selling days (1st Sunday of the month) over 3 years. Users can sell wares to public and engage with local people as small business owners. Annual small business award given to bestselling user each business year.

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.

Users learn new entrepreneurial skills (including money handling, being resilient, selling, design, planning) and try new activities.

Users see improved levels of independence through increased opportunity for self-expression, conveying and executing ideas, developing self-reflection (seeing what works/doesn't work/sells etc) and improved decision making.

Users learn and develop communications skills such as team-working, negotiation, leadership and management, dealing with the public and thus improving their confidence.

Users develop meaningful occupations by achieving new pathways to adulthood via entrepreneurial action, encouraging greater self-reliance and job satisfaction.

Local people's attitudes towards disabled people and their capabilities will improve, thereby increasing social cohesion.

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?

Friends Enterprises is a programme to encourage learning disabled people to develop entrepreneurial skills that can open up new pathways for them in adulthood. As a result, we plan for this three-year project to pave the way towards an ongoing Sunday market support by our project beneficiaries and their families into the future.

Who will benefit?

About your beneficiaries

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

79

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

Waltham Forest (100%)

What age group(s) will benefit?

16-24

What gender will beneficiaries be?

All

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

White (including English/ Welsh/ Scottish/ Northern Irish/ British; Irish; Gypsy, Traveller or Irish Traveller; Any other White background)

Asian/ Asian British (including Indian; Pakistani; Bangladeshi; Chinese; Any other Asian background)

If Other ethnic group, please give details: **N/A**

What proportion of the beneficiaries will be disabled people?

91-100%

Funding required for the project

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

Expenditure heading	Year 1	Year 2	Year 3	Total
Project Manager 21 hour p.w. (FTE including on-costs £33,388)	18,950	19,329	19,716	57,994
Management time, Director (52 weeks x 1hr p.w. £28.21ph), Office Manager (52 weeks x 1hr p.w. £16.82ph)	4,683	4,777	4,872	14,332
Sessional Staff Zest, Edible Forest and Crafting Session Co-ordinators. Each 50 delivery sessions and 10 market sessions 4hrs p.a. Includes Steering group co-ordinator x 24 sessions x 6 hrs.	11,585	11,817	12,053	35,454
Sessional: Support workers 50 weeks x 12 hours p.w. x £10.87ph inc on-costs	6,522	6,652	6,785	19,960
Filming project including video production, gear and equipment.	1,600	1,632	1,665	4,897
Project costs: Hygiene certificates (£95 per head), arts and craft materials, publicity, stationary and printing	5,060	5,161	5,264	15,486
Volunteer expenses (travel/refreshments) 2 volunteers x 84 sessions x £10 p.p	1,680	1,714	1,748	5,141
Consultant costs: Independant evaluator, entrepreneurial guest speakers/advisors	4,840	4,840	4,840	14,520
Overheads including rent contribution and utilities contribution	4,000	4,080	4,162	12,242
TOTAL:	58,920	60,002	61,105	180,026

What income has already been raised?

Source	Year 1	Year 2	Year 3	Total
Direct Payments (conservative prediction based on suggested take up by 3 users x 12 hours x 60 session @ £6.50 per session)	14,040	14,321	14,607	42,968
Income earned through market sales (based on current sales at Zest cafe)	750	765	780	2,295
	0	0	0	0
	0	0	0	0
TOTAL:	14,790	15,086	15,388	45,263

What other funders are currently considering the proposal?

Source	Year 1	Year 2	Year 3	Total
Awards for All (pending)	5,000	0	0	0
Bailey Thomas (to apply Oct 2015)	0	5,000	0	0
St James Place Foundation (to apply Oct 2016)	0	0	5,000	0

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TOTAL:	5,000	5,000	5,000	15,000
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How much is requested from the Trust?

Expenditure heading	Year 1	Year 2	Year 3	Total
Project Manager 21 hour p.w.	18,950	19,329	19,716	57,994
Management time, Director (52 weeks x 1hr p.w. £28.21ph), Office Manager (52 weeks x 1hr p.w. £16.82ph)	0	0	0	0
Sessional Staff Zest, Edible Forest and Crafting Session Co-ordinators. Each 50 delivery sessions and 10 market sessions 4hrs p.a. Includes Steering group co-ordinator x 24 sessions x 6 hrs.	11,585	11,817	12,053	35,454
Sessional: Support workers 50 weeks x 12 hours p.w. x £10.87ph inc on-costs	1,522	1,652	1,785	4,960
Filming project including video production, gear and equipment.	1,600	1,632	1,665	4,897
Project costs: Hygiene certificates (£95 per head), arts and craft materials, publicity, stationary and printing	633	646	658	1,938
Volunteer expenses (travel/refreshments) 2 volunteers x 84 sessions x £10 p.p	0	0	0	0
Consultant costs: Independant evaluator, entrepreneurial guest speakers/advisors	4,840	4,840	4,840	14,520
Overheads including rent contribution and utilities contribution	0	0	0	0
TOTAL:	39,130	39,916	40,717	119,763

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	214,149
Activities for generating funds	0
Investment income	35
Income from charitable activities	68,775
Other sources	0
Total Income:	282,959

Expenditure:	£
Charitable activities	297,697
Governance costs	5,408
Cost of generating funds	5,013
Other	0
Total Expenditure:	308,118
Net (deficit)/surplus:	-25,159
Other Recognised Gains/(Losses):	53,041
Net Movement in Funds:	27,882

Asset position at year end	£
Fixed assets	2
Investments	0
Net current assets	27,880
Long-term liabilities	0
*Total Assets (A):	27,882

Reserves at year end	£
Restricted funds	16,905
Endowment Funds	0
Unrestricted funds	10,977
*Total Reserves (B):	27,882

* 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?
41-50%

Organisational changes

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

None

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	173,029	118,895	129,927
London Councils	0	0	0
Health Authorities	0	0	0
Central Government departments	0	24,480	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 £
Henry Smith	2,500	25,000		27,500
BBC - Children in Need	9,616	9,400		9,587
LLoyds TSB	0	17,450		17,450
Mercers Charitable Foundation	0	0		12,900
The Clothworkers	0	0		11,000

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: **Elizabeth Fraser**

Role within **Director**
Organisation: