

# The City Bridge Trust

## Investing In Londoners: Application for a grant



### About your organisation

Name of your organisation: <b>Sycamore Trust U.K.</b>	
If your organisation is part of a larger organisation, what is its name? <b>n/a</b>	
In which London Borough is your organisation based? <b>Barking &amp; Dagenham</b>	
Contact person: <b>Ms. Chris Gillbanks</b>	Position: <b>CEO</b>
Website: <b><a href="http://www.sycamoretrust.org.uk">http://www.sycamoretrust.org.uk</a></b>	
Legal status of organisation: <b>Registered Charity</b>	Charity, Charitable Incorporated Company or company number: <b>1116697</b>
When was your organisation established? <b>28/10/1995</b>	

### Grant Request

Under which of City Bridge Trust's programmes are you applying? <b>Making London More Inclusive</b>		
Which of the programme outcome(s) does your application aim to achieve? <b>Services helping people with a newly acquired or diagnosed disability to maintain choice and control in their lives</b> <b>Work enabling disabled people of all ages to live independently</b>		
Please describe the purpose of your funding request in one sentence. <b>Enabling families affected by Autism/LD to learn about the condition, build confidence, gain new skills and receive support to improve the quality of their lives.</b>		
When will the funding be required? <b>01/06/2016</b>		
How much funding are you requesting?		
Year 1: <b>£36,576</b>	Year 2: <b>£37,330</b>	Year 3: <b>£38,099</b>
<b>Total: £112,006</b>		

**Aims of your organisation:**

Sycamore Trust aims to offer a range of services specifically designed to support families, educate the community and empower individuals affected by Autism Spectrum Disorders and/or Learning Difficulties to flourish and to be valued members of society

**Main activities of your organisation:**

1. Supporting Children and Young People with Autism/LD by providing specialised leisure activities, summer programme, sports programme and individual one-to-one befriending
2. Supporting Adults with Autism/LD by providing information and advice social groups, individual support, travel training and support group, Autism Ambassadors, Advocacy and Assessments.
3. Supporting Parents and Carers of children with Autism/LD, by providing support, information, advocacy and advice.
4. Supporting the Local Community by providing Awareness Training and Conferences

**Number of staff**

Full-time:	Part-time:	Management committee members:	Active volunteers:
<b>7</b>	<b>20</b>	<b>6</b>	<b>60</b>

**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?
<b>Leased</b>	<b>August 2016</b>

## Summary of grant request

The "Family Support Service" :

Project Need -- the need for this project has been identified through :-

- i. Autism is a life-long condition which has varying degrees of effect on individuals and whose needs can change throughout their lives.
- ii. Learning Difficulties (LD) -- a Learning Difficulty is a reduced intellectual ability and difficulty with everyday activities e.g. household tasks, socialising or managing money -- which affects someone for their whole life.

2. Targeted Boroughs -- in Barking & Dagenham, Redbridge and Havering, there are 31,878 people with ASD / LD accounting for c5.5% of the population [Census]

3. Family Issues -- families affected by these conditions are experiencing :-

- Lack of information e.g. about local services available to them and about the conditions.
- Stress leading to ill-health and family break up
- Lack of skills to parent a child / adult dependent with Autism or a Learning Difficulty

Project Activities -- the "Family Support Service" breaks down into four spheres :-

1. New Families -- up to 50% of our intake are new families who may have a child diagnosed with Autism / Learning Difficulties or they are pre-diagnosis. They will be taken through a 10 point programme which comprises 1-1 / group support, training and myriad activities which assist their coping strategies.

2. Ongoing Support -- families can access our services at any time to assist their development and their ability to cope / manage their situation and live independently which includes ongoing training, befriending, family mediation, specialist advice and advocacy.

3. Crisis Intervention -- families will experience crises periodically or need specific support as issues arise to which we can respond with customised and specialist support including 1-1 interventions comprising advocacy and support.

4. Volunteering -- many parents who have children with Autism, come through their initial issues and, when they are able, want to support their peers to share learning.

We will provide opportunities for peers to train and become volunteers which supports all functions of the project but, specifically, Parent Support Groups, training sessions, befriending for families, information and advice and generally assisting the programme.

Project Outcomes -- the main aims of this project are :-

1. 150 new families will learn about the conditions in order that they can cope, access support / services and maintain their health / independence

2. 150 families will access ongoing support / services to maintain their health, family development and financial independence

3. 60 families will be supported to overcome life crises caused by Autism and Learning Disability

4. 30 individuals will be recruited, trained and engaged as volunteers to develop new skills, reduce isolation and gain community involvement whilst supporting their peers

We are an established charity with twenty five years' experience providing services and support for people with Autism and Learning Difficulties including fifteen years of commissioned work e.g. Parent Assessments contracted by Councils and Courts

CBT Priority "Making London More Inclusive" -- many families who have children with Autism and Learning Difficulties lose their independence . The project will provide a range of support activities and services at different times when families need them to maintain control over their lives and, ultimately, continue to live independently in the community addressing their health, financial and family needs.

Principles of Good Practice -- the project has been planned via communicating with families who are already experiencing Autism and Learning Difficulties, will be user-led e.g. a Steering Group will be established and activities will be supported by a team of [peer] volunteers.

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 Bronze Standard Quality Mark**

**Preferred Provider List in London Boroughs of Barking & Dagenham, Havering and Redbridge**

## **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.

**New Families -- up to 50% of our intake [150 families] will be new families who may have a child diagnosed with Autism / LD or pre-diagnosis. They will be taken through a 10 point programme comprising 1-1 / group support, training and myriad activities which assist their coping strategies.**

**Ongoing Support -- 150 [further] families will access services which assist development, their ability to manage their situations and live independently including training, befriending, family mediation, advice / advocacy, specialist contact e.g. support for parents through different stages of adoption as appropriate and facilitation of supervised contact etc.**

**Crisis Intervention -- 60 families who will experience crises periodically over the next 3 years or who will need interventions as issues arise including customised and specialist 1-1 support, training, advocacy, advice and any support relating to the specific issue being addressed.**

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.

**New families i.e. those seeking a diagnosis or who have just received a diagnosis of Autism / Learning Difficulties will :-**

- **Learn about the conditions**
- **Gain coping skills and learn new strategies**
- **Access support and services**
- **Gain financial and personal independence**
- **Maintain healthy lives**

**Families affected by Autism / Learning Difficulties will :-**

- **Access information and advice regarding the life issues they face**
- **Build confidence and new skills to assist their life pathways**
- **Access services and peer support equally**
- **Maintain their independence and health**

**Families in crisis caused by living with Autism / Learning Difficulties will :-**

- **Access specialist information and advice relating to the issue they have identified**
- **Receive 1-1 support and advocacy customised to address the issue**
- **overcome their crisis to maintain their independence and health**

**People living with Autism / Learning Difficulties will :-**

- **Access supported volunteer opportunities**
- **Receive 1-1 training, support and tasks which improve their skills, confidence and employability**
- **Participate in community activity thus alleviating the isolation they feel as a parent of a child with Autism / Learning Difficulties**

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?

**Our family support service has operated in differing forms for 12 years and we anticipate ongoing future activities funded as per current arrangements i.e. through (1) commissions from Local and Healthy Authorities (2) grants from charitable funders 3) business sponsorship**

## Who will benefit?

### About your beneficiaries

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

**110**

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

**Barking & Dagenham (50%)**

**Havering (30%)**

**Redbridge (20%)**

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?

**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
Family Support Co-ordinator	36,576	37,330	38,099	112,005
Travel & Transport	720	734	749	2,203
Staff Training Budget	600	600	600	1,800
Project Revenue	240	245	250	735
Publicity & Promotions	500	500	500	1,500
Management Costs	1,500	1,500	1,500	4,500
Capital Costs	2,000	0	0	2,000
Overheads	4,214	4,091	4,170	12,475
	0	0	0	0

<b>TOTAL:</b>	<b>46,350</b>	<b>45,000</b>	<b>45,868</b>	<b>137,218</b>
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### What income has already been raised?

Source	Year 1	Year 2	Year 3	Total
Various contracts, commissions and earned income	9,774	7,670	7,769	25,212
	0	0	0	0
	0	0	0	0
	0	0	0	0

<b>TOTAL:</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
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### What other funders are currently considering the proposal?

Source	Year 1	Year 2	Year 3	Total
this is our first bid	0	0	0	0
	0	0	0	0
	0	0	0	0
	0	0	0	0

<b>TOTAL:</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
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### How much is requested from the Trust?

Expenditure heading	Year 1	Year 2	Year 3	Total
family support co-ordinator (salary)	31,460	32,089	32,731	96,279
national insurance	3,229	3,316	3,405	9,950
Pension Contribution	1,888	1,925	1,963	5,777
	0	0	0	0

<b>TOTAL:</b>	<b>36,576</b>	<b>37,330</b>	<b>38,099</b>	<b>112,006</b>
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## Finance details

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

Financial year ended:	Month: <b>March</b>	Year: <b>2015</b>
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Income received from:	£
Voluntary income	49,284
Activities for generating funds	0
Investment income	1,825
Income from charitable activities	328,493
Other sources	0
<b>Total Income:</b>	<b>379,602</b>

Expenditure:	£
Charitable activities	394,168
Governance costs	3,753
Cost of generating funds	0
Other	0
<b>Total Expenditure:</b>	<b>397,921</b>
<b>Net (deficit)/surplus:</b>	<b>-18,319</b>
<b>Other Recognised Gains/(Losses):</b>	<b>0</b>
<b>Net Movement in Funds:</b>	<b>-18,319</b>

Asset position at year end	£
Fixed assets	8,254
Investments	170,000
Net current assets	160,294
Long-term liabilities	0
<b>*Total Assets (A):</b>	<b>338,548</b>

Reserves at year end	£
Restricted funds	121,739
Endowment Funds	0
Unrestricted funds	216,809
<b>*Total Reserves (B):</b>	<b>338,548</b>

**\* 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?  
51-60%

### Organisational changes

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

We have been funded by London Borough of Havering to provide a "Hub", a centre in Romford shopping centre where we can raise awareness and support adults with Autism.



### 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	273,322	170,599	211,149
London Councils	0	0	0
Health Authorities	8,102	8,102	8,102
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 £
Lottery (reaching communities)	0	0	17,581
Awards for All	0	9,692	0
	0	0	0
	0	0	0
	0	0	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: **Chris Gillbanks**

Role within                      **CEO**  
Organisation: