

The City Bridge Trust

Investing In Londoners: Application for a grant



About your organisation

Name of your organisation: Paddington Law Centre	
If your organisation is part of a larger organisation, what is its name?	
In which London Borough is your organisation based? Westminster	
Contact person: Miss Vanessa Logan	Position: Solicitor - Employment Unit
Website: http://NONE	
Legal status of organisation: Charitable company	Charity, Charitable Incorporated Company or company number: 299948
When was your organisation established? 01/04/1973	

Grant Request

Under which of City Bridge Trust's programmes are you applying? Reducing Poverty		
Which of the programme outcome(s) does your application aim to achieve? More Londoners with improved economic circumstances More people accessing debt and legal services		
Please describe the purpose of your funding request in one sentence. Providing legal advice/support to 1125 vulnerable people in Westminster on income maximisation and housing to avoid or escape poverty and secure or sustain appropriate housing		
When will the funding be required? 01/04/2016		
How much funding are you requesting?		
Year 1: £54,189	Year 2: £55,095	Year 3: £56,016
Total: £165,300		

Aims of your organisation:

We aim to relieve poverty and social exclusion by the provision through solicitors and legal caseworkers of free specialist legal advice, casework and advocacy in social welfare law to vulnerable and financially disadvantaged individuals and families resident or working in Greater London and in particular, Westminster, in the areas of housing, welfare rights and employment law. Our assistance is directed at those whose cases have merit but who cannot afford to pay for help, cannot obtain any other source of free help and whose vulnerabilities prevent them helping themselves. We aim to achieve long term solutions for our beneficiaries and tackle the root causes of poverty and crisis, and use the multi-disciplinary resources of our different specialisms to do this. We also aim to educate poor and disadvantaged people, and the local community groups and agencies who assist them, in their legal rights and responsibilities, in respect of tenancies, social security benefits and employment, to increase self-sufficiency and self-determination.

Main activities of your organisation:

Our service is accessed through a drop in reception. Our first contact staff diagnose problems and make appointments for beneficiaries to see our solicitors, or signpost/refer people where appropriate. Our solicitors provide an advice, casework and advocacy service for around 200 beneficiaries a year, achieving a range of outcomes including: (i) preserving homes for very poor people being threatened with eviction and obtaining homes for those already homeless (ii) maximising income for poor people by getting their correct social security benefit entitlements, including conducting appeals against refusals in Social Security Tribunal (iii) assisting low waged workers retain jobs, get their lawful pay and in work entitlements, including adjustments for disabled workers, and challenge unlawful discrimination at work. Our caseworkers provide free training to local support groups to cascade knowledge into the community and participate in legal practitioner discussion groups and advice forums, to share learning, evidence and best practice, influence policy making and the shape of local advice provision.

Number of staff

Full-time:	Part-time:	Management committee members:	Active volunteers:
2	4	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	16 months

Summary of grant request

Need:

There is a crisis in provision of free high quality legal advice and professional representation in Westminster and with demand for our services higher than we can meet, there is nowhere that we can refer people for the specialist help they need to resolve their problems and improve their economic situation. Recent changes in the benefits system for supporting vulnerable people, and in housing law and practice, are further increasing demand for our services. Our borough rates as fifth highest in the country for child poverty, with half of the borough's residents classified as "deprived" living in the wards around our offices. Our borough also has both the largest private rented sector, and one of the highest rates of homelessness, in the country. Forthcoming policy changes in welfare and housing will further exacerbate the problems our communities face in their economic circumstances, and in the security of their accommodation.

Delivery:

We will provide legal advice, casework and advocacy in the areas of housing and welfare benefits, to address people's problems holistically. Operating from offices in the centre of the area of highest deprivation, clients will have immediate face-to-face assessment of needs, and be booked in to see the most appropriate caseworker, or referred for support from one of our community partners. Our legal caseworkers will work with individuals to resolve their problems, whilst also providing them with the tools to successfully manage longer-term. Alongside this, our team will provide training to local community groups, to equip them to better support local people and prevent problems emerging or escalating.

Aims:

We aim to provide legal advice, casework and advocacy to people experiencing multiple disadvantage, to alleviate poverty, maximise incomes, and avert evictions or secure accommodation when homeless. We aim to promote resilience in the local community through empowering the individuals we work with to manage their own situation, and through training local organisations to support people.

Why us:

We're located where the need is, with an accessible office easily reached from all of the most deprived areas of Westminster. From 42 years' working with local communities we have built up a high level of trust; 60% of clients come to us by "word of mouth" referral. Our service is quality-assured - we hold the Legal Aid Agency Specialist Quality Mark. We reach the most vulnerable in our community, with 70% of our clients experiencing physical disabilities or mental ill-health. As a key partner in the local advice sector, we know that there is no other agency able to provide the intense level of support including representation that our users need.

Trust outcomes:

1,125 more people will access debt and legal services, with intensive work with 195 people to improve their economic circumstances. Legal advice will achieve improvements in economic circumstances through income maximisation and advice to sustain (or secure) appropriate housing.

Good practice:

Service users have been involved throughout our service development and design, feeding in through regular surveys, focus groups and opportunities to participate in the Law Centre as members or as volunteers. Our volunteers receive support from a dedicated staff member, ensuring they receive training, feedback and recognition of their contribution. Throughout our work we promote diversity, from the accessibility of our services (with 70% of people experiencing illness/disability and 65% being from BME groups), to our proactive recruitment to engage staff and volunteers who reflect the community we serve. We are active at reducing our carbon footprint, from locating our offices in walking distance to the areas of highest deprivation, to active recycling, and a programme of renewal to increase the efficiency of our heating and lighting.

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?

We hold the Legal Aid Agency Specialist Quality Mark. Also, all our solicitors are members of the Law Society, holding current practising certificates and they undertake continuing professional development training.

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.

We will assess the needs of 1125 vulnerable people seeking help with poverty related problems, triage them and refer them for appropriate assistance and support, including legal services

We will provide specialist legal advice, casework support and representation in the area of housing and welfare benefits to 195 poor and vulnerable people assisting them to gain or restore benefit entitlements, thus increasing income, and preserve homes, for those threatened by homelessness, or obtain homes for those already homeless

We will provide training and coaching within legal advice sessions to 120 individual users so that in the future they will access legal advice services at the right time and have enhanced skills to make more of and improve their own economic circumstances in the future

We will deliver six training sessions on housing and welfare benefits matters to the workers, volunteers and/or users of local community support and advice organisations which assist poor and vulnerable people, enabling them to recognise issues needing attention and make early referrals to us.

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.

1125 poor and vulnerable people will, via our first-contact staff, access appropriate assistance and support, including legal services, to alleviate their poverty

£210,000 of total financial gains (including lump sum back payments of benefits) will be recovered on behalf of poor and vulnerable people and 120 poor and vulnerable people will have increased monthly income

120 poor and vulnerable people threatened with eviction or already homeless will get to stay in their homes or get rehoused

150 poor and vulnerable people will demonstrate an increased understanding and/or report a feeling of increased confidence and ability in relation to knowing when to access legal services and how to manage future financial/housing problems

60 workers/volunteers in other community support and advice organisations which assist poor and vulnerable people will have increased ability and confidence to recognise issues needing attention and make early referrals to us

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?

The project will help beneficiaries cope with welfare reform occurring currently and over the next two years, and build their capacity to manage problems independently, thus potentially limiting future demand. If new changes prolong demand, the project will give us a stronger evidence base of what works to help influence other funders to build on our success in this project.

Who will benefit?

About your beneficiaries

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

395

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

Westminster (85%)

Brent (10%)

Kensington & Chelsea (3%)

Ealing (2%)

What age group(s) will benefit?

16-24

25-44

45-64

65-74

75 and over

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)

Mixed/ Multiple ethnic groups (including White and Black Caribbean; White and Black African; White and Asian; Any other Mixed/ Multiple ethnic background)

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

Black/ African/ Caribbean/ Black British (including African; Caribbean; Any other Black/ African/ Caribbean background)

Other ethnic group (including Arab)

If Other ethnic group, please give details:

What proportion of the beneficiaries will be disabled people?

61-70%

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 (inc Employer's NIC and pension)	£42229	£42897	£43574	£128700
Cleaning/Accommodation/Utilities	£5432	£5540	£5651	£16623
Professional Fees, Subscriptions, Books, Audit Fees, Accountancy Fees	£4725	£4819	£4915	£14459
IT, Office Supplies, Printing, Postage, Travel	£1803	£1839	£1876	£5518
TOTAL:	£54189	£55095	£56016	£165300

What income has already been raised?

Source	Year 1	Year 2	Year 3	Total
TOTAL:				

What other funders are currently considering the proposal?

Source	Year 1	Year 2	Year 3	Total
TOTAL:				

How much is requested from the Trust?

Expenditure heading	Year 1	Year 2	Year 3	Total
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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	74,875
Activities for generating funds	0
Investment income	116
Income from charitable activities	135,844
Other sources	0
Total Income:	210,835

Expenditure:	£
Charitable activities	210,952
Governance costs	4,250
Cost of generating funds	0
Other	0
Total Expenditure:	215,202
Net (deficit)/surplus:	-4,367
Other Recognised Gains/(Losses):	0
Net Movement in Funds:	-4,367

Asset position at year end	£
Fixed assets	0
Investments	0
Net current assets	0
Long-term liabilities	0
*Total Assets (A):	84,582

Reserves at year end	£
Restricted funds	0
Endowment Funds	0
Unrestricted funds	84,582
*Total Reserves (B):	84,582

* 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?
21-30%

Organisational changes

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

During year ending March 2015 we were still billing out welfare rights cases commenced before this area of work came out of Legal Aid Agency scope in April 2013. Most of these cases are now billed so our statutory income going forward will come only from our publicly funded housing cases. Therefore the proportion of our income from statutory sources will decrease to approximately 15%

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	17,104	13,178	0
London Councils	7,832	0	0
Health Authorities	0	0	0
Central Government departments	65,690	98,831	50,328
Other statutory bodies	6,750	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	0	53,010	82,567
Private Donations	22,247	80,173	72,875
London Community Foundation (2013) or Lloyds TSB Foundation (2014)	0	9,999	14,150
London Legal Support Trust	19,026	10,200	23,199
Paddington Social and Community Fund	47,900	1,080	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: **Vanessa Logan**

Role within **Solicitor - Employment Unit**
Organisation: