

# The City Bridge Trust

## Investing In Londoners: Application for a grant



### About your organisation

Name of your organisation: <b>The Hackney Foodbank</b>	
If your organisation is part of a larger organisation, what is its name?	
In which London Borough is your organisation based? <b>Hackney</b>	
Contact person: <b>Miss Elizabeth Cucco</b>	Position: <b>Project Manager</b>
Website: <b>http://www.hackney.foodbank.org.uk</b>	
Legal status of organisation: <b>Registered Charity</b>	Charity, Charitable Incorporated Company or company number: <b>1149896</b>
When was your organisation established? <b>01/01/2012</b>	

### Grant Request

Under which of City Bridge Trust's programmes are you applying? <b>Reducing Poverty</b>
Which of the programme outcome(s) does your application aim to achieve? <b>Fewer Londoners experiencing food poverty</b> <b>More people accessing debt and legal services</b>
Please describe the purpose of your funding request in one sentence. <b>This request will ensure Foodbank's stability by funding the vital role of Foodbank Project Manager and contributing to the running of our main premises.</b>
When will the funding be required? <b>07/04/2016</b>
How much funding are you requesting? Year 1: <b>£48,750</b> Year 2: <b>£57,100</b> Year 3: <b>£57,430</b>  <b>Total: £163,280</b>

**Aims of your organisation:**

Hackney foodbank exists:

- to provide relief to individuals and families in crisis in Hackney and surrounding areas through the provision of emergency food supplies either directly or through approved partner agencies
- to provide physical, mental and spiritual support either directly or by referral to approved partner agencies to enable the service users to avoid future crises.

We are passionate about ensuring that members of our local community no longer go hungry in time of crisis.

**Main activities of your organisation:**

Hackney foodbank provides a coordinated response to food poverty and operates in partnership with local churches and the local public, private and voluntary sector.

Via a strict voucher system, individuals in crisis are referred by care professionals to a volunteer-run foodbank centre, where they receive 3 days' worth of emergency food supplies tailored to suit their needs. This guarantees households will not go hungry while seeking out a sustainable solution to a crisis or awaiting a statutory benefit which has been delayed. Provision is limited to 3 instances, with most clients using the service once or twice. In addition to the food, signposting services are offered, further ensuring individuals are accessing the most appropriate support available.

**Number of staff**

Full-time:	Part-time:	Management committee members:	Active volunteers:
<b>0</b>	<b>3</b>	<b>5</b>	<b>50</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>Rented</b>	<b>2 years</b>

## Summary of grant request

Hackney borough is historically an area of high levels of deprivation with high levels of unemployment and significant numbers of vulnerable residents. Figures for 2013 and 2014 estimate that 41% of children in the Hackney constituency are living in poverty ([www.endchildpoverty.org.uk](http://www.endchildpoverty.org.uk)). Hackney foodbank (HFB) opened in September 2012 to increase provision for such households by provide emergency food supplies for local residents in temporary crisis.

HFB's primary objective is to ensure that no one in Hackney goes hungry in a time of crisis. HFB has so far helped over 8,200 people by proving short term support in the form of food parcels. Clients are referred to one of our four volunteer-lead foodbank centres by care professionals and receive three days' emergency food for themselves and their families.

Changes to the social security system which have been brought about through the 2012 Welfare Reform Act have had a significant impact on food poverty. Anecdotal information indicates a significant percentage of HFB clients lack awareness of, or access to, vital services which can help them through their crisis.

Two 2014 reports into foodbanks not only highlight the significance of critical emotional and social support that foodbanks provide clients, but also identify the need for foodbanks to coordinate effectively with other social services and agencies. Foodbanks have an important role to play in signposting advice and support services for clients, in order to provide longer term solutions to the underlying causes of crisis.

Next year, HFB plans to increase the number of foodbank centres in Hackney to five with a centre opening on Fridays, and longer term plans would see the foodbank being accessible every day of the week. We also plan to increase the positive impact of all the centres by training and resourcing foodbank centre volunteers to be able to signpost clients to advice and support services which help empower them to tackle the underlying causes of their crisis and end the social isolation many experience as a result of poverty.

We are proud that HFB has grown out of, and is rooted in the local community. The board of Trustees drawn largely from the local community and works in line with Trussell Trust operating principles. Our project manager oversees a paid staff of two and a team of over 60 regular volunteers (many of whom are former clients) clocking around 8,000 volunteer hours to deliver this vital community service. Together, in the last year alone, this team collected and distributed over 25 tonnes of donated food stocks, feeding more than 3,000 individuals.

Focusing on enabling local people to help each other, HFB works in partnership with over 200 local charities, services, institutions and community groups and in addition to our regular volunteers, has mobilised over 100 casual volunteers to help with food drives and big projects. The promised lower benefit caps and soaring rental costs will have a significant impact on the cost of living for the poorest families in Hackney borough and we expect that HFB's services will remain in demand for a number of years.

Over the next three years therefore, we want to build the effectiveness and sustainability of Hackney foodbank by:

- coordinating more effectively with advice and support services targeting Hackney citizens, to provide a better package of services to clients
- focusing on growing relationships with local businesses and companies in order to build an active supporter network that fund and resource the foodbanks in their neighbourhood, and
- cultivating existing relationships with large corporations into significant funding partnerships which connect multinational companies to issues in their communities and build a secure funding platform

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?

**An annual Quality Assurance Audit is carried out by Trussell Trust.**

### **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.

**Open two more foodbank centres in Victoria and (potentially) Hackney Downs wards; mobilising 20-30 new volunteers. Funding the programme manager and contributing to the main premises costs for 3 years will enable us to realise our ambition to ensure full borough coverage and increase accessibility for clients.**

**Build the capacity of our current network of 160+ advice and support services focused on the Hackney borough. Developing key partnerships to provide drop-in services at the foodbank centres (e.g. debt crisis advice), streamlining processes, bridge building, and running two networking and information events for service leaders a year.**

**Improve Foodbank Centres' uniform quality by ensuring each has (1) key volunteers trained in signposting and listening skills (2) children's play areas (3) information hubs with material about local clubs, social groups, and free activities as well as advice agencies (4) free hot meals available.**

**Development and roll out of 'funding circle' initiative. Build and maintain relationships between Hackney foodbank and local businesses and organisations, with at least 50 local businesses actively supporting and giving to foodbank annually.**

**Grow and develop two significant corporate funding partners over the next three years; through nurturing current relationships and developing new ones. Annual activities include running corporate volunteering days, partnering as companies' charity of the year, producing glossy reports and marketing materials etc.**

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.

**2,000 more families and individuals facing food poverty in the Hackney area receive food parcels and support through the new centres over the next 3 years, in addition to the estimated 5,100 households we estimate we will serve at our current level of provision.**

**Decrease wait-time between crisis and relief and catching a larger number of individuals falling through the social safety net by pointing them onto appropriate statutory support. This will lead to increases in wellbeing, decreases in hidden poverty, and speedier resolutions to crises in Hackney.**

**Improving the uniformity of our centres and providing additional services; clients will have a similar, positive experience irrespective of the centre they attend. Clients will leave the foodbank feeling empowered, understood, and appreciated - we believe the 'little touches' make a big difference.**

**Hackney foodbank builds a sustainable business model through being rooted in and supported by the local community of Hackney. Local business and organisations are closely linked to the foodbank's activities and provide regular financial support and food stocks to support those facing food crisis in their neighbourhood.**

**Hackney foodbank has sustainable and secure longer term financing to be able to invest in new initiatives e.g. developing a social enterprise or invest in premises. We will be financially stable and will no longer be reliant on small/short term grants to cover the day to day running costs.**

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 do plan for the work to continue, and will continue to fund it with a combination of grants, sponsorship and giving. We are also exploring potential options for raising hard money from social enterprise activities (charity shop/cafe/workshops etc)**

## Who will benefit?

### About your beneficiaries

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

**3,200**

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

**Hackney (90%)**

**Several NE London (10%)**

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

*Subsequently  
Revised - See  
Appendix A*

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

Expenditure heading	Year 1	Year 2	Year 3	Total
Project Manager Salary (including NI, Pension, Payroll Fees)	35,150	36,200	36,530	107,880
Administration (General office expenses + Administrator)	17,250	19,800	24,800	61,850
Equipment (Upgrades and new software licenses)	650	100	100	850
Facilities (inc. Utilities)	27,210	41,840	41,840	110,890
Training	500	500	500	1,500
Transport (To conferences etc)	60	65	70	195
PR Materials & Events	2,500	2,500	2,500	7,500
	0	0	0	0
	0	0	0	0

<b>TOTAL:</b>	<b>83,320</b>	<b>101,005</b>	<b>106,340</b>	<b>290,665</b>
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### What income has already been raised?

Source	Year 1	Year 2	Year 3	Total
Hackney Council Grant	10,000	0	0	10,000
Hackney Parochial Charities	10,000	10,000	0	20,000
	0	0	0	0
	0	0	0	0

<b>TOTAL:</b>	<b>10,000</b>	<b>0</b>	<b>0</b>	<b>30,000</b>
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### What other funders are currently considering the proposal?

Source	Year 1	Year 2	Year 3	Total
Hackney Council	20,000	30,000	0	50,000
Hackney Council	0	0	0	0
We are hoping to raise remaining funds from event fundraising and crowd sourcing.	0	0	0	0
	0	0	0	0

<b>TOTAL:</b>	<b>20,000</b>	<b>30,000</b>	<b>0</b>	<b>50,000</b>
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### How much is requested from the Trust?

Expenditure heading	Year 1	Year 2	Year 3	Total
Project Manager Salary	35,150	36,200	36,530	107,880
Facilities	13,600	20,900	20,900	55,400
	0	0	0	0

<b>TOTAL:</b>	<b>48,750</b>	<b>57,100</b>	<b>57,430</b>	<b>163,280</b>
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## Finance details

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

Financial year ended:	Month: <b>December</b>	Year: <b>2014</b>
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Income received from:	£
Voluntary income	102,515
Activities for generating funds	2,431
Investment income	64
Income from charitable activities	0
Other sources	363
<b>Total Income:</b>	<b>105,373</b>

Expenditure:	£
Charitable activities	71,854
Governance costs	3,699
Cost of generating funds	0
Other	0
<b>Total Expenditure:</b>	<b>75,553</b>
<b>Net (deficit)/surplus:</b>	<b>29,820</b>
<b>Other Recognised Gains/(Losses):</b>	<b>0</b>
<b>Net Movement in Funds:</b>	<b>29,820</b>

Asset position at year end	£
Fixed assets	0
Investments	0
Net current assets	51,691
Long-term liabilities	0
<b>*Total Assets (A):</b>	<b>51,691</b>

Reserves at year end	£
Restricted funds	0
Endowment Funds	0
Unrestricted funds	51,691
<b>*Total Reserves (B):</b>	<b>51,691</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?  
21-30%

### Organisational changes

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

Mid-2014 we recruited a new administrator at a slightly higher salary (20k pro-rata instead of 18k) and increased the hours from 18 to 25. We did not raise as much as anticipated in 2015 and had to dip into our reserves. We are in the process of re-building our reserves through increased individual giving.



### 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	30,000	30,000
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 £
Church and Community Fund	10,000	0	0
Hackney Parochial Charities	0	5,000	10,000
West Hackney Parochial Charities	5,000	0	5,000
South Hackney Parochial Charities	2,500	5,000	0
Church Urban Fund	2,500	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: **Elizabeth Anne Cucco**

Role within                      **Project Manager**  
Organisation:

# Appendix A

## Funding required for the project

(REVISED REQUEST)

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

Expenditure heading	Year 1	Year 2	Year 3	Total
Project Manager Salary (including NI, Pension, Payroll Fees)	35,150	36,200	36,530	107,880
Administration (General office expenses + Administrator)	17,250	19,800	24,800	61,850
Equipment (Upgrades and new software licenses)	650	100	100	850
Facilities (inc. Utilities)	27,210	41,840	41,840	110,890
Training	500	500	500	1,500
Transport (To conferences etc)	60	65	70	195
PR Materials & Events	2,500	2,500	2,500	7,500
	0	0	0	0
	0	0	0	0

<b>TOTAL:</b>	<b>83,320</b>	<b>101,005</b>	<b>106,340</b>	<b>290,665</b>
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### What income has already been raised?

Source	Year 1	Year 2	Year 3	Total
Hackney Council Grant	10,000	0	0	10,000
Hackney Parochial Charities	10,000	10,000	0	20,000
	0	0	0	0
	0	0	0	0

<b>TOTAL:</b>	<b>10,000</b>	<b>0</b>	<b>0</b>	<b>30,000</b>
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### What other funders are currently considering the proposal?

Source	Year 1	Year 2	Year 3	Total
Hackney Council	20,000	30,000	0	50,000
	0	0	0	0
	0	0	0	0
	0	0	0	0

<b>TOTAL:</b>	<b>20,000</b>	<b>30,000</b>	<b>0</b>	<b>50,000</b>
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### How much is requested from the Trust?

Expenditure heading	Year 1	Year 2	Year 3	Total
Project Manager Salary	35,150	36,200	36,550	107,900
Associated Costs	2,300	2,350	2,400	7,050

<b>TOTAL:</b>	<b>37,450</b>	<b>38,550</b>	<b>38,950</b>	<b>114,950</b>
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