



SUPPLEMENTARY AGENDA

MAYOR AND CABINET

Date: WEDNESDAY, 27 MARCH 2019 at 10.00 am

**Council Chamber
Civic Suite
Lewisham Town Hall
London SE6 4RU**

**Enquiries to: Sarah Assibey 0208 3148975
Telephone: 0208 314 9327 (direct line)
Email: kevin.flaherty@lewisham.gov.uk**

MEMBERS

Damien Egan	Mayor	
Councillor Chris Best	Deputy Mayor and Cabinet Member for Health and Adult Social Care	
Councillor Chris Barnham	School Performance	L
Councillor Paul Bell	Housing	L
Councillor Kevin Bonavia	Democracy, Refugees & Accountability	L
Councillor Brenda Dacres	Parks, Neighbourhood & Transport (jobshare)	Labour Co-op
Councillor Sophie McGeevor	Parks, Neighbourhood & Transport (jobshare)	L
Councillor Amanda De Ryk	Finance, Skills & Jobs (jobshare)	L
Councillor Joe Dromey	Finance, Skills & Jobs (jobshare)	Labour Co-op
Councillor Joani Reid	Safer Communities	L
Councillor Jonathan Slater	Community Sector	L

Members are summoned to attend this meeting

**Janet Senior
Acting Chief Executive
Lewisham Town Hall
Catford
London SE6 4RU
Date: Thursday, 21 March 2019**



INVESTOR IN PEOPLE

The public are welcome to attend our committee meetings, however occasionally committees may have to consider some business in private. Copies of reports can be made available in additional formats on request.

ORDER OF BUSINESS – PART 1 AGENDA

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MAYOR AND CABINET		
Report Title	Appeals against Main grants programme Recommendations	
Key Decision	Yes	Item No.
Ward	All	
Contributors	Executive Director for Community Services	
Class	Part 1	Date: 24/03/2019

1. Purpose

- 1.1 The purpose of this report is to present the letters of appeal against the draft recommendations for the allocation of the Main Grant Programme 2019-22. The final recommendation report will be presented to Mayor and Cabinet for agreement on 24th April 2019.

2. Recommendations

- 2.1 It is recommended that Mayor and Cabinet:

Hear each of the appeals and make recommendations to the subsequent meeting of Mayor and Cabinet on 24th April 2019 regarding any amendments to the original recommendations report – previously received as a background paper.

3. Policy Context

- 3.1 The full policy context for the Grant's Programme is set out in the draft recommendation report highlighted above.

4. Funding criteria and application process

- 5.1 The full application form and criteria agreed by Mayor and Cabinet on 21 November 2018 are set out in the draft recommendations report.

- 5.2 In summary there are 4 themes against which applications are assessed:

Strong and Cohesive Communities – this theme seeks to develop and maintain strong communities and build a more inclusive and cohesive borough. With the reduction in statutory resources, residents and communities are being asked to do more for themselves. This theme seeks to ensure that there is an infrastructure across the borough that can encourage and capitalise on active citizenship, supporting grass roots activity. The theme also

funds services that provide equalities support to ensure equal access to services.

Communities that Care – the overall intention of this theme is to fund a range of organisations that together provide support to vulnerable adults to assist them in accessing services, prevent their needs from escalating, reduce the burden on statutory services and provide links between statutory services, VCS and communities in relation to working together to support vulnerable adults. The activities funded through this theme form an important part of the borough's preventative strategy.

Access to Advice Services – the advice sector provides an essential service to some of the borough's most vulnerable residents. Advice organisations provide independent, high quality advice to individuals to ensure that they receive the benefits they are entitled to, are supported to manage debts, address financial exclusion and deal with housing issues. Statutory services work closely with the advice sector as addressing these issues are of mutual benefit.

Widening Access to Arts and Sports - this theme seeks to ensure that the rich and diverse contribution that the borough's Arts and Sports organisations make to the quality of life of residents is maintained. The Arts and Sports sectors are adept at attracting resources from external funding, earned income and volunteers. However, the sectors still require a level of core funding to enable them to continue to attract these resources that would otherwise be lost to the borough. The focus of our support is on increasing participation particularly by those who are less able to participate due to disability, economic disadvantage and age.

5.3 The application process was launched on 3rd December 2018 with a deadline for applications of midnight on Sunday 3rd February 2019.

5.4 The re-letting of the programme is taking place with an annual budget cut of £600,000.

6. Applications and recommendations

6.1 As with previous application rounds there was huge interest in the Main Grants programme with requests for funding that significantly exceeded the available budget. 92 applications were received requesting annual funds of £5,869,223 against an available budget of £2,562,102 - a subscription rate of 229% i.e. for every £1 available £2.29 was requested.

6.2 In this context officers worked to ensure that funding recommendations were made for those submissions which most closely met the criteria as outlined above, were detailed and comprehensive in their responses and contributed to a strategic spread of services for Lewisham. However, it remains a fact that many projects are not recommended for funding or for much less than they applied for.

6.3 In assessing each application officers applied a 0-5 scoring criteria across a number of questions, with 0 representing an absent answer and 5 covering all expected areas with significant innovation and added value. Detailed assessment guidance that was issued to officers is attached as Appendix 3 of the draft recommendation report.

- 6.4 These scores were then moderated before being passed to a second round of assessment that considered the quality of applications in a range of different groups including service type, geographical spread and equalities implications.
- 6.5 All applicants were considered together to ensure that the overall programme provided the most appropriate coverage of needs across the borough given the quality and scope of applications and the available budget.
- 6.6 Taken together this overall assessment process led officers to recommend 43 groups for funding with the remaining 49 not recommended. This is a significant reduction on the current programme which provides funding to 60 groups and is in response to the feedback from the consultation which supported funding fewer organisations to a higher level (just over 62% of respondents) over spreading funding across more organisations with each getting less (just over 36%).
- 6.7 The recommendations also reflect the consultation feedback that funding should be targeted at efficient, effective and well run organisations that are able to demonstrate the ability to attract other funding to the borough. Typical consultation responses included phrases such as "those funded should display excellence, accountability and best value for money" and "some organisations are wholly dependent on Lewisham funding and yet fail to prove efficacy and reach."
- 6.8 Overall this means that 13 currently funded groups are not recommended for funding. The remaining reduction in the number of groups recommended is accounted for by a consortium bid by the Advice Lewisham partnership under the Access to Advice theme and 2 of the currently funded groups not applying for funding due to a change in their priorities or the nature of their relationship with the council.
- 6.9 This reduction in the number of funded groups, and the on-going quality of the majority of the current grant recipients, meant that it was difficult for new groups without a strong track record in the borough to respond strongly enough to be recommended for funding. Notwithstanding this 4 groups who have not previously received a Main Grant are recommended for funding.
- 6.10 Officers' recommendations following that process are contained in a draft report which has been prepared for the meeting of Mayor and Cabinet on 24th April (that draft report is provided as background to this report).

7. Appeals process

- 7.1 All organisations were written to on Tuesday 28th February to inform them of the draft recommendation of their funding level. This letter also acted as five months notification of a change of funding for all current grant recipients. The letters inform the organisations that unless otherwise stated the recommended award is for 2 years and 8 months until 31 March 2022. The letter also highlights that all council expenditure is subject to annual review in light of central government cuts to LB Lewisham but any changes to grant funding will be subject to formal consultation.
- 7.2 As part of the main grants process organisations are given the opportunity to appeal against officers' recommendations. The organisations were given until 20th March to write to the council disputing their funding recommendation.

14 formal appeals were received although 2 of these related to matters of accuracy or related to issues that have been addressed by officers directly leading to the withdrawal of the appeal. These were:

- Lewisham Asian Elders and Carers Group
- Platform Cricket

7.3 Of the remaining 12 organisations, Contact and Lewisham Pensioners' Forum requested that their submission be considered without further representation while 10 have exercised their right to present their case to the meeting in person and will be considered in theme order as outlined below. Each organisation has 3 minutes to present their case with the remaining time within each ten minute slot for questions and clarification from the Mayor and Cabinet.

Theme	Organisations	Time
Strong and Cohesive Communities	Voluntary Action Lewisham	10:05
Access to Advice	Evelyn 190	10:15
Widening Access to Arts and Sport	Sydenham Arts	10:25
Widening Access to Arts and Sport	Montage Theatre Arts	10:35
Widening Access to Arts and Sport	Greenwich and Lewisham Young Peoples Theatre	10:45
Communities that Care	Eco Communities	10:55
BREAK / TIME CONTINGENCY		
Communities that Care	Ageing Well in Lewisham	11:20
Communities that Care	The Grove Centre	11:30
Communities that Care	Noah's Ark Children's Venture	11:40
Communities that Care	Lewisham Community Transport Scheme	11:50
Communities that Care	Contact (to be considered without representation)	12:00
Strong and Cohesive Communities	Lewisham Pensioners' Forum (to be considered without representation)	12:10

7.4 Following the consideration of all the appeals the Mayor and Cabinet will make recommendations regarding any changes to the original proposed allocations as set out in officers' recommendations (as set out in the draft report for the meeting of Mayor and Cabinet on 24th April 2019). Appellants will be written to by Friday 5th April outlining the outcome of the appeal and the reasons behind the final recommendation.

7.5 A further and final version of the report for the meeting of Mayor and Cabinet on 24th April 2019 will be prepared taking into account those recommendations. That report will contain final officer proposals. Accordingly, at the meeting on 24th April 2019 Mayor and Cabinet will take final decisions on grant allocation having taken into account officers' final proposals which will have taken into account the recommendations from this appeal meeting.

7.6 The details of the amount applied for, current grant level (where applicable) and recommended amount are attached as appendix 1. The appeals letters and initial officer assessments and initial application forms for each appellant are attached as appendices 2 – 13.

8. Financial implications

8.1 Financial implications are set out in the draft recommendation report for April 24th 2019.

9. Legal implications

9.1 Full legal implications are set out in the draft report for the meeting on 24th April 2019. In particular, the implications in that draft report note that 'In relation to any consultation exercise sufficient reasons must be given for any proposal, adequate time must be given for consideration and response and the outcome of the consultation must be conscientiously taken into account'.

10. Crime & disorder implications

10.1 There are no direct crime and disorder implications arising from this report. Some of the recommended main grant organisations deliver services and projects which help to reduce the fear of crime.

11. Equalities implications

11.1 The assessment of each individual application included a range of equalities elements including how well the individual services will seek to engage those who do not traditionally access services.

11.2 An overarching Equalities Analysis Assessment (Appendix 4 of the draft recommendations report) was then undertaken against the entirety of the draft recommendations with a number amended to ensure that the spread of services recommended for funding under the main grants programme was considered to be fair and equitable and did not disproportionately affect any one particular group. The awarding of grants to a wide variety of organisations that work with and support Lewisham's diverse communities will help to promote equal opportunities.

11.3 The £600,000 reduction to the grants programme from 1 August 2019 was analysed in terms of equalities impact, and whilst the recommendations for future funding sought to minimise direct impact on service delivery; individual assessments of the protected characteristics most affected by each funding recommendations led to a number of revisions. Officers will continue to work with individual groups and as well as those funded to provide a coordination function to mitigate specific impact of funding reductions.

12. Environmental implications

11.1 There are no environmental implications arising from this report.

13. Conclusion

13.1 The Council recognises the important part the voluntary and community sector play in the lives of our residents and the main grants programmes seeks to support this provision. The Council is committed to letting these grants in the most transparent way possible

For further information on this report please contact James Lee, Head of Cultural and Community Development, james.lee@lewisham.gov.uk, 020 8314 6548

Appendix 1 – Appellants’ recommended allocations for main grant funding
Appendix 2 – Voluntary Action Lewisham – Appeal Submission
Appendix 2a - Voluntary Action Lewisham – Assessment Form
Appendix 3 - Evelyn 190 – Appeal Submission
Appendix 3a - Evelyn 190 – Assessment Form
Appendix 4 – Sydenham Arts– Appeal Submission
Appendix 4a - Sydenham Arts – Assessment Form
Appendix 5 - Montage Theatre Arts – Appeal Submission
Appendix 5a - Montage Theatre Arts – Assessment Form
Appendix 6 – GLYPT – Appeal Submission
Appendix 6a - GLYPT – Assessment Form
Appendix 7 - Eco Communities – Appeal Submission
Appendix 7a - Eco Communities – Assessment Form
Appendix 8 – Ageing Well in Lewisham – Appeal Submission
Appendix 8a - Ageing Well in Lewisham – Assessment Form
Appendix 9 - The Grove Centre – Appeal Submission
Appendix 9a - The Grove Centre – Assessment Form
Appendix 10 – Noah's Ark Children's Venture – Appeal Submission
Appendix 10a - Noah's Ark Children's Venture – Assessment Form
Appendix 11 - Lewisham Community Transport Scheme – Appeal Submission
Appendix 11a - Lewisham Community Transport Scheme – Assessment Form
Appendix 12 – LPF – Appeal Submission
Appendix 12a – LPF – Assessment Form (Core)
Appendix 12b – LPF - – Assessment Form (Project)
Appendix 13 – Contact – Appeal Submission
Appendix 13a – Contact - – Assessment Form

Appendix 1 - List of appellants' recommended allocations for main grant funding

Organisation	Amount Requested	Current funding	Recommendation
Voluntary Action Lewisham	£200,000	£210,000	£0
Ageing well in Lewisham - LCC	£28,945	£25,637	£0
ECO Communities CIC	£70,000	£33,896	£0
Evelyn 190 Community trust	£175,000	£175,129	£0
Greenwich and Lewisham Young Peoples theatre (GLYPT)	£70,000	£68,530	£35,000
Lewisham Community Transport Scheme	£75,000	£40,675	£0
Lewisham Pensioners Forum (LPF)	£68,235/£22,000*	£33,896	£35,000
Montage Theatre arts	£13,500	£8,474	£0
Noah's Ark Children's Venture	£36,000	£36,156	£0
Sydenham Arts	£34,353	£8,474	£0
The Grove Centre	£13,482	£16,524	£0
Contact	£65,382	£60,606	£49,100

* LPF submitted two applications - £68,235 for core funding and £22,000 for project funding

VAL main grant application appeal

VAL is seen as the 'go to' organisation for small and medium sized charities in the borough providing vital information, support, training and specialist advice on topics ranging from governance and fundraising to safeguarding and GDPR. We foster the development of the community sector from start-ups to organisations in crisis and bring people together through introductions, forums and networking. If you are a small or medium sized charity your main access to affordable advice on running your organisation comes from your local infrastructure body. The 900 people and organisations on our database use VAL as a source of crucial information and support.

Last year VAL provided 262 cases of tailored support around governance, finance and fundraising including 68 in-depth support cases. 223 people from faith groups in Lewisham have been trained in safeguarding adults and 27 safeguarding community champions have been recruited. Over the past three years we have supported Lewisham organisations to bring an additional £1million of funding. Thirty organisations received intensive support to demonstrate their impact through the 'Show Your Impact' programme.

Given this level of interaction and our understanding of the needs of the community sector as set out in our application and based on on-going demand and need from members and service users, the score of 1 at Q7 is highly questionable.

We understand from the Main Grants Programme report that the authority is looking for a different approach to supporting the sector and favours the bid from the Lewisham Local Consortium of which VAL is a member (although we were not informed a bid was being submitted). While we appreciate that the sector needs joined up approaches and innovation, there is no evidence that a single, untested new infrastructure body will meet the needs of community organisations. VAL has the expertise, local knowledge and contacts within the borough to provide the critical support organisations need.

Q 9b – the assessment describes the vision to develop the Mulberry centre as having 'limited success to date'. We dispute this. In the last year we have run 62 events at the centre this year with over 800 attendees. Numerous partner organisations have made use of our space delivering services to refugee women, people with head injuries, and mental health service users. We have also hosted forums and networking events including Lewisham Migration Forum, our forum for CYP groups and the Equalities Working Group. To make the transformation to a fully accessible hub providing resources, meeting spaces for networking, sharing ideas and creating solutions a long lease is needed (VAL's ran out in December). Secure tenure would provide opportunities to seek capital funding which were not possible under the short lease issued. We would also welcome more flexibility in the subletting of office space to create income to reinvest. The assessment also notes limited fundraising success (Qs 9 and 14), in fact a 1 in 3 ratio of success is the norm across all types of charity and likely to be less for infrastructure bodies which as second tier organisations are harder to secure funds for, more importantly we have supported organisations to bring in an additional £1million which should be a key activity of any infrastructure body.

We are now in a position to recruit a new Chief Executive. We believe fresh leadership will bring a renewed lease of life to VAL and take us forward to build on our core services to create the income and innovation we have the skills and experience to provide.

Since the submission of the Main Grants application, a two year grant of £100,000 from City Bridge to extend the Impact programme has been confirmed. We have been informed this is likely to be withdrawn without some core funding from LBL. We will also have to withdraw from joint bids with Metro – one supporting CYP groups, and another to establish a Lewisham Equalities Forum.

At VAL we believe a dual approach to the allocation of the grant would reduce the risk of moving to a new infrastructure support organisation. This would enable groups to get core support from VAL while introducing new approaches to community development and business involvement from Lewisham Local. At the same time it would help us preserve the best of VAL's well known core offer and prevent a jarring transition with concomitant lack of support and confusion for groups who still need essential services.

Main Grants Programme 2019 - 2022 Assessment Sheet

Section 1 – Core Information

Name of applicant
Voluntary Action Lewisham

Is the applicant eligible to apply for a main grant	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
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Reasons for ineligibility or any further comments

Is the application for Core or Project funding	Core <input checked="" type="checkbox"/>	Project <input type="checkbox"/>
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Which main grant theme is being applied for	
✓	Strong and cohesive communities
	Communities that care
	Access to advice
	Widening access to arts
	Widening access to sports

Annual amount requested
£200,000

Application Form Question 25.	Details of any funding from Lewisham Council within the last 3 years?
	Commissioned to co-ordinate the CYP Forum.

Section 2 - Deliverables

Application Form Question 7	<p>Tell us the issue you are seeking to address.</p> <p>Please ensure you are clear why this issue is Lewisham specific and why you feel the need is not met by the existing assets in the community whether they be people, services (both commissioned and non-commissioned) or available funding.</p>
Score	1
Comments	The application provides little indication of the need that it seeks to address other than a reference to Lewisham being one of the 20% most deprived areas in England and the view that when Council services shrink “it is often local charities, and people themselves, who are left to pick up the pieces”.
Word count (400)	402

Application Form Question 8	<p>Tell us the assets you will be seeking to engage and mobilise to assist you.</p> <p>These assets could include individuals, groups, buildings or any or specific strengths that already exist within your community including the lived experiences of those within it.</p> <p>Tell us the other organisations working in this area and how you will avoid duplication and add value.</p>
Score	2
Comments	<p>The application mainly describes the organisations own assets and those that form part of its core work programme. This includes:</p> <ul style="list-style-type: none"> • Member organisations • A network of organisations providing complementary services • Staff expertise • The Mulberry Centre <p>The application provides no significant insight into wider community assets or assets that could be engaged – no reference to volunteering, local assemblies, local amenity groups, community libraries, social media etc</p>
Word count (400)	375

Application Form Question 9	<p>Please tell us what you will seek to achieve over the next three years both with and without the funding you are applying for.</p> <p>Please include details of how many extra people you would expect to work with, the outputs you will deliver and the outcomes you will seek to achieve.</p> <p>Please tell us how your service differs from those that are already delivered or commissioned by the council.</p> <p>You should state the level of funding that you would anticipate attracting during this period both with and without Lewisham's core support.</p> <p>As you are applying for Core Funding this section should set out your ambitions as</p>
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	<p>an organisation and what Lewisham's funding will help you achieve rather than simply what 'we are paying for.'</p> <p>NB – this details in this section will form the basis of the monitoring of your organisation although the exact details will be agreement with once the grant has been awarded.</p>
Without core funding from Lewisham:	
Comments	Without core funding the organisation would need to consider a restructure, merger or closing
Word count (500)	290
With core funding from Lewisham:	
Score	3
Comments	<p>The application describes a programme of activities to support 300 organisations and over 1,000 individuals each year. This would include:</p> <ul style="list-style-type: none"> • Advice and support in governance, finance, and start up including confidential advice for Chairs and trustees; • Fundraising support including 1 to 1 advice, 'Meet the Funders' seminars and surgeries • Impact evaluation support. • Advice and guidance for organisations on recruiting and managing volunteers; recruitment of expert volunteers, targeting professionals new to Lewisham and City/Docklands corporates, development of micro-volunteering opportunities and signposting • Convening key user-led networks, and training and supporting local people to lead these, e.g. Children and Young Peoples Forum, a reinvigorated Equalities Forum in partnership with Metro; • Guidance for organisations on campaigning, strategic communications & voice. <p>The application also describes;</p> <ul style="list-style-type: none"> • an ambition to transform the Mulberry Centre into an attractive, fully accessible community hub providing resources, meeting and training space for networks and organisations • develop a virtual and physical hub sharing latest information, resources and best practice, via a mobile-friendly website, microsites, blogs e-bulletins - exploring and harnessing the full potential of digital to meet the needs of Lewisham's diverse VCSE sector <p>The application is not particularly ambitious, mostly describing activities that are part of the organisations current work programme. There is an ambitious target around fundraising but no clear strategy for achieving this given very limited success that the organisation has seen in the past 3 years. The vision to develop the Mulberry Centre as a voluntary sector hub is also one that has seen limited success to date.</p>
Word count (500)	528

Application Form Question 10.	Please state how far your service offer is scalable. Please indicate below what percentage of your requested amount would still be feasible in terms of service delivery. Please tick all that apply
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75%	<input checked="" type="checkbox"/>
50%	<input type="checkbox"/>
Other	<input type="checkbox"/>
Comments on value for money of revised offers	<p>A 25% cut would result in</p> <ul style="list-style-type: none"> • the volunteering function being cut, • a reduction in senior management resulting in a decrease in capacity to represent and champion the sector, and to generate additional income for services. • reduce the organisations ability to collaborate with Metro to develop equalities work in the borough.

Application Form Question 11.	User profile – this table is copied directly from the application form	
PROTECTED CHARACTERISTIC	PLEASE TICK	FURTHER DETAIL
Age	✓	
Disability	✓	
Gender	✓	
Gender reassignment	✓	
Marriage & civil partnership	✓	
Pregnancy & maternity	✓	
Race	✓	
Religion & belief	✓	
Sexual orientation	✓	

Application Form Question 12	<p>Please set out how your proposed programme will engage those who do not traditionally access services.</p> <p>This engage should relate to both the protected characteristics but also other groups.</p>
Score	4
Comments	<p>The organisation will:</p> <ul style="list-style-type: none"> • Work across all the borough wards • Establish a formal partnership with the Metro Centre around equalities • Support special interest groups • Prioritise individuals and groups from disadvantaged communities/protected characteristics for in-depth advice and support and start-up services <p>The application provides a good understanding of groups that may not traditionally access services and puts forward a good partnership approach to addressing this issue</p>
Word count (300)	367

Section 3 - Track record, finance and governance

Application Form Question 13	<p>Collaboration and delivery: your track record of working in partnership and delivering quality services.</p> <p>Please use this section to outline the partnerships you have developed over the last three years. Please detail who you have worked with and what you have achieved.</p> <p>Please also details the three service achievements during this period of which you are most proud.</p>
Score	4
Comments	<p>The application gives good examples of the collaboration that it has engaged in over the past three years and with named organisations which has included:</p> <ul style="list-style-type: none"> • Training activities • In depth organisational support • Fundraising support • Volunteering fairs • Hosting events • Facilitating forums
Word count (500)	460

Application Form Question 14	<p>Resources: your track record of attracting resources both financial and human.</p> <p>Please complete the below tables detailing your track record of the following over the past three years:</p> <ul style="list-style-type: none"> • funding applications both successful and unsuccessful • other fundraising activities • volunteer engagement <p>Please add extra rows as required.</p> <p>Please use the space below the tables to provide further details as required (200 words max).</p>
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Total number of funding applications in last 3 years	Level of funding requested	Outcome/level of funding received
9	£786,538	£159,000 (a further £100,000 has been recommended)

Number of fundraising activities undertaken in last 3 years	Level of funding achieved

Number of volunteer engagement activity undertaken in last 3 years	Approximate number of volunteer hours delivered
	987

Score	2
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Comments	The number of applications and the level of confirmed funding achieved is small for an organisation of this nature and the ratio of Council funding to external funding is poor There is also a low level of volunteer engagement.
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Application Form Question 15	<p>Overall financial health: Please complete the below table and answer the following questions.</p> <p>What is your reserve policy and current reserves status as a percentage of your turnover?</p> <p>We would expect organisation who are more than three years old to have a minimum of 10% of their annual turnover in reserve.</p> <p>If you are seeking funding and do not meet this threshold please provide a detailed account of why and what you intend to do to bring your reserves to an adequate level.</p> <p>Regardless of your reserve position please explain how your organisation is financially viable.</p>
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The below table is copied directly from the organisation's application form

Year	Income	Expenditure	Surplus/deficit
2015/16	£326,608	£324,046	£2,562
2016/17	£329,286	£328,388	£898
2017/18	£322,698	£343,911	(£21,213)
2018/19 (anticipated)	£354,937	£354,937	£0

Score	3
Comments	<p>End of year reserves in 2017/18 were £262,366</p> <p>The organisation is in a healthy financial situation but is heavily dependent on Council funding. Reserves policy is to hold equivalent to at least six to nine months, which seems to be particularly high.</p>
Word count (250)	251

Application Form Question 16	Shared values: Please use this section to demonstrate your commitment to these (London Living Wage, equalities, being Dementia Friendly, ending Modern Slavery and sustainability) and plans to develop these commitments.
Score	5
Comments	The organisation has a clear commitment to equalities, paying the London Living Wage, sustainability, ending Modern Slavery and is Dementia Friendly
Word count (250)	237

Application Form Question 23	Board Statement: Please include a statement from your Board regarding its overall approach to managing the organisation. This should include the details of the most recent skills audit and how the key posts on the Board are recruited to.
Score	3
Comments	The board is elected by the membership at annual general meetings and meets bimonthly, with a Finance and Staffing Subcommittee meeting quarterly between board meetings.

	<p>Trustee recruitment for key positions includes support from REACH and online advertising, Shortlisted candidates are interviewed by a panel of trustees and references taken up before appointment.</p> <p>A recent trustee skills audit will inform targeted trustee recruitment and learning opportunities offered to existing trustees. A review of the Executive Committee and subcommittee workings is under way, while the company Articles are due for a refresh. In the Spring, trustees will commence a review of VAL's policies and procedures, with professional HR input.</p> <p>The board appears to be in a state of transition with various recent or yet to take place reviews</p>
Word count (250)	130

Has the organisation met all other requirements of the application?		
	Yes	No
Does the organisation have a Board of at least 5 with all major posts filled	✓	
Is the organisation currently compliant with filing requirements?	✓	
Does the organisation have a reasonable awareness of opportunities and threats?	✓	
Does the organisation have all the requested documents available?	✓	
Has the organisation attached their accounts for 2017/18 – or most recent set of management accounts if formed after 2017?	✓	
Relevant quality assurance systems in place	✓	
Comments	The size of the board would be a concern	

Overall comments/Recommendation
<p>Total score 27</p> <p>The application has some strengths but overall does not present a compelling case for funding. The organisation has not demonstrated local knowledge and insight in its description of Lewisham's needs and assets and its track record in successful fundraising is surprisingly limited, except in supporting the fundraising of other organisations. Ambitions around becoming a core funded organisation are mostly limited to what are part of the organisations current work programme. These issues are particularly concerning in the context of an application to provide a voluntary and community sector infrastructure support service.</p> <p>Officers have assessed the relative strengths and weaknesses of a number of applications from organisations bidding to provide the core components of a voluntary and community sector infrastructure support service. Although the application from Voluntary Action Lewisham has some merits, it is the opinion of officers that it does not provide the best option going forward and is therefore not recommended for funding.</p>

Main Grants Programme 2019 - 2022 Assessment Sheet

Section 1 – Core Information

Name of applicant
Evelyn 190 Centre

Is the applicant eligible to apply for a main grant	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
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Reasons for ineligibility or any further comments

Is the application for Core or Project funding	Core <input checked="" type="checkbox"/>	Project <input type="checkbox"/>
---	--	----------------------------------

Which main grant theme is being applied for	
	Strong and cohesive communities
	Communities that care
X	Access to advice
	Widening access to sports
	Widening access to sports

Annual amount requested
£175,000

Application Form Question 25.	Details of any funding from Lewisham Council within the last 3 years?
Main Grants funding	

Section 2 - Deliverables

Application Form Question 7	Tell us the issue you are seeking to address. Please ensure you are clear why this issue is Lewisham specific and why you feel the need is not met by the existing assets in the community whether they be people, services (both commissioned and non-commissioned) or available funding.
Score	2
Comments	<p>The applicant is seeking funding to provide specialist welfare benefits and housing advice face to face to vulnerable people across the borough</p> <p>Some Lewisham-specific information, e.g. gap in Specialist Advice services in the borough providing casework and representation, and acknowledgement of other specialist providers and how the applicant's delivery fits into the general picture.</p> <p>However, no indication of scale of need.</p> <p>They confirm that they are reviewing services and intend to develop a fundraising strategy. They identify outreach venues from which to offer specialist advice appointments.</p>
Word count (400)	399

Application Form Question 8	Tell us the assets you will be seeking to engage and mobilise to assist you. These assets could include individuals, groups, buildings or any or specific strengths that already exist within your community including the lived experiences of those within it. Tell us the other organisations working in this area and how you will avoid duplication and add value.
Score	2
Comments	<p>Application states that organisation intends to continue to use "long standing volunteer" to staff reception and administrative requirements. In the last year, this support has amounted to 1,545 hours.</p> <p>The applicant has outlined plans to continue relationships with agencies including Advice Lewisham, Mind and Hexagon Housing Association. They state that they currently receive funding for employment advice which is funded from other sources. They are seeking alternative funding to continue debt advice and expand specialist housing and welfare advice. They have stated that they plan to move to new premises which will be more accessible.</p> <p>Overall, the application is non-strategic in its approach to mobilising community assets and makes no reference to benefiting from lived experience. It does not provide reassurance that mobilisation of community assets has been a priority in the past and it fails to provide details of community support that would complement the work of paid advisors.</p> <p>It should also be noted that the application fails to state how it would work with statutory and borough wide provision like the Housing Options service and Community Connections to increase capacity and provide a seamless service for service users.</p>

Word count (400)	399

Application Form Question 9	<p>Please tell us what you will seek to achieve over the next three years both with and without the funding you are applying for.</p> <p>Please include details of how many extra people you would expect to work with, the outputs you will deliver and the outcomes you will seek to achieve.</p> <p>Please tell us how your service differs from those that are already delivered or commissioned by the council.</p> <p>You should state the level of funding that you would anticipate attracting during this period both with and without Lewisham's core support.</p> <p>As you are applying for Core Funding this section should set out your ambitions as an organisation and what Lewisham's funding will help you achieve rather than simply what 'we are paying for.'</p> <p>NB – this details in this section will form the basis of the monitoring of your organisation although the exact details will be agreement with once the grant has been awarded.</p>
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Without core funding from Lewisham:

Comments	<p>The organisation continues to make a case for being the only organisation offering the specialist service it describes, but its main concern in the case of not receiving core funding from Lewisham is that it would make the organisation vulnerable, leading to the assumption that the service it offers could not be offered if it did not receive core funding.</p> <p>The organisation makes no reference to the theme priorities for Access to Advice services. It fails to address the theme requirements to better coordinate community organisations involved in providing local advice services, better coordinate activity with statutory services and it makes no reference to developing services with other voluntary sector providers working with vulnerable residents. It fails to address the need to make residents less dependent on service providers through sourcing and identifying their own solutions rather than seeking them through a third party.</p>
Word count (500)	Combined for scenario A and scenario B is 397

With core funding from Lewisham:

Score	2
Comments	<p>Additional outcomes are clearly listed for the receipt of core funding from Lewisham. These are provided as additional outcomes to the standard offer made for the event of no core funding being awarded.</p> <p>It is unclear how individuals would be identified and prioritised or what the rationale for this list of outcomes is.</p>
Word count (500)	See above

Access to Advice applicants only – please describe how your service fits with the overall Advice Lewisham partnership and builds on the current infrastructure and service offer

Score	2
Comments	<p style="text-align: center;">Page 18</p> <p>The organisation highlights its membership of Advice Lewisham and envisages that its</p>

	<p>service will complement that provided by Advice Lewisham through specialist casework and representation. It also states that individuals could be booked onto appointments through the Advice Line and that clients could be referred for appointments into provision funded from other sources. The service offered appears to link with aspects of Advice Lewisham's provision but does not include the single point of contact or triage arrangements that are required of Advice Lewisham participant organisations.</p> <p>The application does not fully follow the Advice Lewisham requirements for a bespoke service as set out in the guidance which is based on the recommendations agreed by Mayor and Cabinet on 21 November 2018 following the Main Grants consultation.</p>
Word count (400)	159

Application Form Question 10.	Please state how far your service offer is scalable. Please indicate below what percentage of your requested amount would still be feasible in terms of service delivery. Please tick all that apply
75% <input type="checkbox"/>	
50% <input type="checkbox"/>	
Other <input type="checkbox"/>	
Comments on value for money of revised offers	The organisation states that it needs a minimum of 85% of its requested funding in order to appoint advisers on a full time basis.

Application Form Question 11.	User profile – this table is copied directly from the application form	
PROTECTED CHARACTERISTIC	PLEASE TICK ✓	FURTHER DETAIL
Age	✓	<p>We welcome our legal duties not to discriminate as a service provider. We aim to go beyond the narrow scope of legislative compliance and follow best practice, making equality, fairness and diversity a fundamental part of all our activities. In doing so, we:</p> <ul style="list-style-type: none"> Recognise people with different backgrounds, skills, attitudes and experiences bring fresh ideas and perceptions Encourage and harness these differences to make our services more relevant and approachable. <p>Acknowledge the positive value of diversity, promoting equality and fairness, and challenging discrimination.</p>
Gender	✓	
Gender reassignment	✓	
Marriage & civil partnership	✓	
Pregnancy & maternity	✓	
Race	✓	
Religion & belief	✓	
Sexual orientation	✓	
	✓	

Application Form Question 11b	If your proposed programme will be aimed exclusively at one specific community please explain the reasons for this. NB – this could be a community of interest or a geographical area not listed above.
Comments	N/A
Word count (300)	N/A

Application Form Question 12	Please set out how your proposed programme will engage those who do not traditionally access services. This engage should relate to both the protected characteristics but also other groups.
Score	2
Comments	<p>Application re-states that specialist advice will be provided. They highlight their strong presence in the local community, stating that clients have been recommended by friends and family. The applicant further states that it has further links with community organisations.</p> <p>No analysis provided about groups less likely to access service or specific approaches to addressing this.</p> <p>Methodology for engaging and prioritising hard to reach groups is reliant on existing links within the community, raising concerns that other hard to reach groups might be overlooked due to lack of strategic analysis.</p>
Word count (300)	328 (over word count)

Section 3 - Track record, finance and governance

Application Form Question 13	<p>Collaboration and delivery: your track record of working in partnership and delivering quality services.</p> <p>Please use this section to outline the partnerships you have developed over the last three years. Please detail who you have worked with and what you have achieved.</p> <p>Please also details the three service achievements during this period of which you are most proud.</p>
Score	3
Comments	<p>Comprehensive list of partner organisations provided but limited information as to how partnerships work or what they have achieved.</p> <p>Three key service achievements are provided and suggest that the organisation is highly focused on the needs of its client group. Ability to state savings achieved for client group indicates effective monitoring and analysis of outcomes.</p>
Word count (500)	322

Application Form Question 14	<p>Resources: your track record of attracting resources both financial and human.</p> <p>Please complete the below tables detailing your track record of the following over the past three years:</p> <ul style="list-style-type: none"> • funding applications both successful and unsuccessful • other fundraising activities • volunteer engagement <p>Please add extra rows as required.</p> <p>Please use the space below the tables to provide further details as required (200 words max).</p>
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Total number of funding applications in last 3 years	Level of funding requested	Outcome/level of funding received
3	£158,773	£94,970

Number of fundraising activities undertaken in last 3 years	Level of funding achieved
0 – last activity undertaken in 2014	0

Number of volunteer engagement activity undertaken in last 3 years	Approximate number of volunteer hours delivered
Three volunteering types identified – reception, admin, advice line	18, 9 and 7 hours per week

Score	2
Comments	<p>Three applications submitted in the last three years, of which two were successful.</p> <p>This is a very limited return given the range of funding available for services of this type.</p>

Application Form Question 15	<p>Overall financial health: Please complete the below table and answer the following questions.</p> <p>What is your reserve policy and current reserves status as a percentage of your turnover?</p> <p>We would expect organisation who are more than three years old to have a minimum of 10% of their annual turnover in reserve.</p> <p>If you are seeking funding and do not meet this threshold please provide a detailed account of why and what you intend to do to bring your reserves to an adequate level.</p> <p>Regardless of your reserve position please explain how your organisation is financially viable.</p>
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The below table is copied directly from the organisation's application form

Year	Income	Expenditure	Surplus/deficit
2015/16	£224,282	£234,821	(£10,539)
2016/17	£212,790	£239,844	(£27,054)
2017/18	£195,607	£185,788	£9,819
2018/19 (anticipated)	£177,134	£174,634	£2,500

Score	2
Comments	<p>The organisation had deficits in 15/16 and 16/17. However, a surplus of £9,819 was achieved in 2017/18 and £2,500 is forecast for 18/19. The trustees have set the level of reserves at £60,000. They state that this represents 25% of annual expenditure. However, on 2017/18 expenditure, £60,000 is closer to 35% of annual expenditure.</p> <p>The organisation is almost wholly reliant on their grant from Lewisham and has not sought to diversify funding income despite on-going messages from officer that this is necessary.</p> <p>The organisation's current reserves, in any event, stand at approximately £10,000 according to the accounts submitted with the application. This means that the organisation is in an extremely perilous financial position.</p>
Word count (250)	145 including finance table

Application Form	<p>Shared values: Please use this section to demonstrate your commitment to these (London Living Wage, equalities, being Dementia Friendly, ending Modern Slavery</p>
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Question 16	and sustainability) and plans to develop these commitments.
Score	4
Comments	The applicant has stated that it is committed to the London Living Wage and equality of opportunity. It commits to Dementia Friendly training and delivery, and appears to have a strong commitment to social value issues.
Word count (250)	209

Application Form Question 23	Board Statement: Please include a statement from your Board regarding its overall approach to managing the organisation. This should include the details of the most recent skills audit and how the key posts on the Board are recruited to.
Score	2
Comments	<p>The statement provides detail on when the Board meets but there is no information on the Board approach to organisational management.</p> <p>The recruitment process is clearly outlined, but there are no details around the findings of the most recent skills audit, although there is a commitment to undertaking one at the beginning of every financial year and addressing issues identified as they arise.</p>
Word count (250)	124

Has the organisation met all other requirements of the application?		
	Yes	No
Does the organisation have a Board of at least 5 with all major posts filled	X	
Is the organisation currently compliant with filing requirements?	X	
Does the organisation have a reasonable awareness of opportunities and threats?		X
Does the organisation have all the requested documents available?	X	
Has the organisation attached their accounts for 2017/18 – or most recent set of management accounts if formed after 2017?	X	
Relevant quality assurance systems in place	X	
Comments	A clear list of opportunities is provided. However, threats all allude to funding. No wider threats are identified, including threats affecting service users.	

Overall comments/Recommendation
<p>Total score = 23</p> <p>The application is seeking funding to maintain a specialist advice service, working with up to 1000 individuals. Little evidence is presented to back up the stated need for this level of service and</p>

there is limited reference to developing self-efficacy in service users. The organisation's financial position gives cause for concern, with only limited levels of reserves and an over-dependence on Main Grants funding over several years. The application also fails to address the key requirements of the Access to Advice theme, particularly in relation to building on the progress made by Advice Lewisham since February 2017 in respect of a single point of contact which assesses and provides a service based on individual need.

The application does not demonstrate that it has sought additional strategic partnership links which would help support vulnerable people across the borough in a holistic manner.

This application is not recommended for funding.

However, funding for Advice services are being maintained at a significant level via the Advice Lewisham Partnership and the partnership may wish to engage the organisation to deliver some specialist element of the overall service offer.

Regardless of the outcome of conversation between Evelyn 190 and the Advice Lewisham Partnership it is clear that the organisation needs to undertake an urgent review of their current finances to ensure that they are solvent in the short-term.

Officers will work with the staff and trustees at Evelyn 190 to ensure that the impact of this funding recommendation on current service users are kept to a minimum.

Sydenham Arts (“SA”) appeals LB Lewisham’s (“LBL”) recommendation that SA should receive **£0** from its 2019/2022 Main Grant Programme (“MGP”) against £34,353 p.a. The summary grounds below set out why we consider the recommendation to be ‘*unfair in the light of the MGP Criteria and Guidance*’¹. This focuses on the, **limited**, areas in our application which score 3 or below (given many other aspects scored a strong 4) or comments with which we disagree.

Introductory remarks: A **£0** outcome represents a **100%** cut of, rather than an adjustment to, the previous level of MGP funding to SA. This is naturally a very significant blow for any arts charity to absorb. We recognise all local authorities are operating in an unprecedented fiscal environment. SA has never been complacent, knowing that ongoing grant funding is by no means certain. However, we consider that neither the outcome nor grounds of the assessment fairly reflect our application, nor does the outcome support LBL’s stated objectives for the MGP. A **£0 decision** not only limits our ability to ‘*take risks and innovate*’ – but removes all base level funding, which provides some security over core costs. At a stroke this decision therefore defeats two stated aims of the MGP². It will also impact on accessibility (e.g. multiplicity of arts/wellbeing events and box office).

Ground 1: A ‘zero sum’ outcome is disproportionate to the merits of the application - We consider our application demonstrated significant organisational strengths and an undeniable track record of delivering a diverse, multi-arts programme, appealing to and accessible by the widest possible audience of LBL residents. SA are firmly committed to arts delivery in LBL-through effective partnerships combined with a relentless focus on the ‘*value of our offering*’ (creatively and economically). This is reflected by:

High score in key areas LBL’s assessment of many aspects of our MGP 2019/2022 application - in which **we have received scores of 4 (out of 5)** on aspects such as (i) mobilising assets (ii) overcoming barriers to access and engagement (iii) collaborative working (iv) attracting human and financial resources and (v) governance. So **we have met an 80% threshold** in scoring for much of the required Funding Criteria³, in particular on deliverables and track record, and also in respect of Theme 4 (widening access to arts).

A trusted partner We have been recipients of previous LBL MGP funding from July 2015. We have achieved sustainable funding from multiple sources - (£77K self-generated in the last three years, compared with £47K from grants). We are evidently a trusted partner, with an ability to maximise output from the MGP grants we receive. In 2017 we became tenants of LBL’s ‘Sydenham Centre’, embedding our existing partnership with you, supporting the vision⁴ for the venue in the heart of Sydenham. A **£0** funding decision is wholly contradictory to the stated aim of the MGP to ‘*support key partners to realise their ambitions*’⁵.

Ground 2: Scoring ‘3’ on core/non core funding is unfair: As LBL have noted, we have a ‘*strong track record of fundraising*’. Grant funding maximises the programme we can deliver but, without ‘core funding’, we would have to scale this back. In the past we have received MGP funding to support core costs - **but only £8,474 p. a.** - whilst also successfully delivering planned outputs. However, for the 2019/22 MGP, we were actively encouraged to ‘*be brave, bold and ambitious*’⁶ in our application (as were others). Our entire application, for a larger amount to meet core costs, was framed around an ambitious 3-year programme and LBL’s stated guidance on core cost applications⁷. **We are very concerned that taking an ambitious approach has now counted against us**, by a mid-range score of 3 and the description of our application as seeking a ‘*significant uplift.....to help address some of their identified weaknesses*’. We interpret this as meaning that, by seeking a higher MGP grant, rather than recognising this was to contribute to our more ambitious aims, we have been assessed as being unrealistic in outlook and/or placing over reliance upon MGP funding to meet core costs and that this has contributed to a negative assessment /score of 3 (and despite LBL acknowledging strong evidence of SA also raising funds elsewhere). **Had we understood that seeking a significant uplift could be interpreted in this way, and/or place us at risk of a £0 outcome, we would have sought a more modest sum from MGP 2019/2022 allocation.**

Ground 3: Scoring ‘2’ for financial health is not a fair reflection of our fiscal management – We are financially viable, with strong governance (scored at 4). As an NFPO⁸ our focus has been sustainable funding, applied to deliver our objectives, rather than build up reserves and the terms of certain funding requires strict application to the project, not for reserves. The 31/10/2017 & 31/10/2018 deficits are reflective of our old operating model when our largest expenditure was Q3 (delivery of our Summer festival)-with natural lower levels of cash in Q4 ahead of the next Q1-Q3 fundraising cycle. Our new model is a more even programme across the year, with a smoother cash flow (and supports building reserves). We have successfully managed down our deficit, each year, since 2016/17, whilst also absorbing the 15% reduction in Main Grants in 2017, and are targeting a surplus 2018/19.

¹ LB Lewisham letter to SA 28/02/19

² Para 1.2 Criteria and Guidance, last two bullets

³ Local intelligence, asset-based approaches, innovation and enterprise

⁴ Sydenham Community Centre 2016 – vision (Petra Marshall) “an inclusive community focus around arts, dance, physical movement and wellbeing”

⁵ Para 1.4 Criteria and Guidance

⁶ James Lee – Main Grants Workshop/Presentation [09.01.19]

⁷ See also para 1.7-1.8 of Criteria and Guidance

⁸ Not for profit organisation

Main Grants Programme 2019 - 2022 Assessment Sheet

Section 1 – Core Information

Name of applicant
Sydenham Arts – CORE

Is the applicant eligible to apply for a main grant	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
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Reasons for ineligibility or any further comments

Is the application for Core or Project funding	Core	<input type="checkbox"/>	Project	<input type="checkbox"/>
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Which main grant theme is being applied for	
x	Strong and cohesive communities
x	Communities that care
x	Widening access to arts

Annual amount requested
£ 34,353.00

Application Form Question 25.	Details of any funding from Lewisham Council within the last 3 years?
Local Assembly Funding	Bellingham Assembly Fund -15/1/16 & 4/1/17 Sydenham Assembly Fund – 16/3/16/ & 20/2/17 Perry Vale Assembly Fund – 30/4/18
Arts / Festival Fund 2018	
Positive Ageing Small Grants 20/3/2016	
Lewisham Councillor’s Discretionary Fund 16/1/2016 & 7/11/2018	

Section 2 - Deliverables

Application Form Question 7	Tell us the issue you are seeking to address. Please ensure you are clear why this issue is Lewisham specific and why you feel the need is not met by the existing assets in the community whether they be people, services (both commissioned and non-commissioned) or available funding.
Score	3
Comments	<p>Sydenham Arts draw our attention to the on-going gentrification of the area which they feel poses a risk to existing residents who, via gentrification, might become excluded from local cultural life. Sydenham Arts' remit is to provide opportunities for cultural engagement for all.</p> <p>In their response they refer to many smaller, local cultural organisations, also doing valuable work, but which are dependent on external funding (which Lewisham cannot meet in full). They do not have the time or expertise to fundraise and those that Sydenham Arts have taken 'under their wing' are beginning to access resources they might not otherwise have – e.g. marketing, PR, box office and support for fundraising.</p> <p>Sydenham Art's position at the heart of Sydenham means smaller organisations can share opportunities with the organisation's broad local networks thereby helping to avoid duplication of effort while building upon and championing creativity.</p>
Word count (400)	393

Application Form Question 8	Tell us the assets you will be seeking to engage and mobilise to assist you. These assets could include individuals, groups, buildings or any other specific strengths that already exist within your community including the lived experiences of those within it. Tell us the other organisations working in this area and how you will avoid duplication and add value.
Score	4
Comments	<p>Sydenham Arts are plugged in to all the relevant networks operating across the borough. Their long experience means they know who their main partners and complementary organisations are and they collaborate with them wherever possible ensuring that back office/support costs can be maintained or even reduced. They list an impressive array of organisations which they currently have a relationship with or with whom they have worked with previously. All listed are open to future collaboration.</p> <p>They understand the dynamics of the area in which they work and their response demonstrates an in-depth knowledge regarding all assets available to them. They are clearly linked with borough-wide infrastructure including several Assemblies and understand, as per their response to Q. 7, how their service offer, working in partnership with others, will add value to the local area and the borough as a whole.</p> <p>They are tenants in the Sydenham Centre much of Sydenham Art's programme happens there along with other art groups where choice of venue is critical in engaging hard to reach audiences.</p> <p>Trustee's contribution in terms of professional value should also be considered.</p>
Word count (400)	396

Application Form Question 9	<p>Please tell us what you will seek to achieve over the next three years both with and without the funding you are applying for.</p> <p>Please include details of how many extra people you would expect to work with, the outputs you will deliver and the outcomes you will seek to achieve.</p> <p>Please tell us how your service differs from those that are already delivered or commissioned by the council.</p> <p>You should state the level of funding that you would anticipate attracting during this period both with and without Lewisham's core support.</p> <p>If you are applying for Core Funding this section should set out your ambitions as an organisation and what Lewisham's funding will help you achieve rather than simply what 'we are paying for.'</p> <p>NB – this details in this section will form the basis of the monitoring of your organisation although the exact details will be agreement with once the grant has been awarded.</p>
Without core funding from Lewisham:	
Comments	<p>Sydenham Arts have what appears to be a strong track record of fundraising and in their best year secured over £110k. In the final quarter of 2018 they secured £15,948 of programme funding with the outcome of further bids pending.</p> <p>Without core funding Sydenham Arts would have to significantly scale back their programme of activity as compared to the one they are poised to deliver. The biggest loss would be the outreach programme which has allowed Sydenham Arts to deliver above average audiences, particularly amongst harder to reach communities.</p> <p>Without core funding the limited staff the organisation has would have to spend a disproportionate amount of time on day to day admin (premises, staffing, finance, contracts, etc.). Time would be limited for further project development and fundraising. Any successes in project funding would bring about additional costs which would impact on the organisation's core resources.</p> <p>In addition, Sydenham Art's ability to market a reduced programme through social and traditional media channels would be affected by lack of investment. This would mean minimal work with local groups, local talent and a more commercial offering with less local engagement, less local support and the inevitable impact of a reduced arts programme on local community cohesion. Practically, this would mean caretaking the Film Club and Chamber concerts, and no outreach for the #Sixty and Platform series – both vital to a thriving and cohesive offer.</p>
Word count (500)	472
With core funding from Lewisham:	
Score	3
Comments	<p>With core funding Sydenham Art's plan to move away from the festival model and focus time, resources and assets to year-round programming which would include the delivery of a more consistent monthly offer reaching new target audiences (protected characteristics and others). The application gives examples of how Sydenham Arts would build on their core programme working with other organisations and using the Sydenham Centre as a base. The application mentions the fact that core funding would support them to apply for additional external funding but gives no specifics.</p>
Word count (500)	512
Access to Advice applicants only – please describe how your service fits with the overall Advice Lewisham partnership and builds on the current infrastructure and service offer	
Score	0
Comments	N/A
Word count	N/A

(400)	
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Application Form Question 9, 9b & 17b	For Project Funding Only
Are the proposed outputs and outcomes reasonable and do they offer value for money:	
Score	0
Comments	N/A
Word count (500)	0

Application Form Question 10.	Please state how far your service offer is scalable. Please indicate below what percentage of your requested amount would still be feasible in terms of service delivery. Please tick all that apply
75%	<input checked="" type="checkbox"/>
50%	<input type="checkbox"/>
Other	<input type="checkbox"/>
Comments on value for money of revised offers	Nil

User profile. The Council must adhere to the Equality Act 2010 in its provision of funding. Any organisation that is grant funded by the Council must strive to ensure their services are accessible and available to everyone. The impact that the grants programme has will be assessed across all the protected characteristics in the Equality Act 2010. In order to enable us to make this assessment please tell us more about who your proposed programme will benefit:

PROTECTED CHARACTERISTIC	PLEASE TICK ✓	FURTHER DETAIL
Age	✓	All ages
Disability	✓	We have an all-inclusive policy
Gender	✓	We have an all-inclusive policy
Gender reassignment	✓	We have an all-inclusive policy
Marriage & civil partnership	✓	We have an all-inclusive policy
Pregnancy & maternity	✓	We have an all-inclusive policy
Race	✓	We have an all-inclusive policy
Religion & belief	✓	We have an all-inclusive policy
Sexual orientation	✓	We have an all-inclusive policy

Application Form Question 11b	If your proposed programme will be aimed exclusively at one specific community please explain the reasons for this. NB – this could be a community of interest or a geographical area not listed above.
Comments	N/A
Word count (300)	0

Application Form Question 12	Please set out how your proposed programme will engage those who do not traditionally access services. This engagement should relate to both the protected characteristics but also other groups.
Score	4
Comments	<p>Sydenham Arts offer some analysis on groups other than those with protected characteristics who face barriers to engagement and list how they address and breakdown these subtle and fundamental barriers for example their Speakers in Schools programme.</p> <p>They refer to people on low incomes and their response to those in lower socio-economic groups. Sydenham Arts provide free classical concert tickets ring-fenced for targeted audiences - 50 FREE tickets for the Chamber Concerts for 16-19 year olds from local schools and TNG.</p> <p>They list successes in using programming to reach target communities such as Positive Ageing, Jah Burns, Dance for Parkinson's.; Ayesha Hazarika – politics is for everyone; Deanna Rodger – Do it, don't be afraid! Proud to be black and British.</p> <p>In a previous response they detail their Platform application to the Arts Council which has a specific LGBTQ+, Female, BAME and the aforementioned Speakers in Schools Programme prioritising target audiences where they can make most difference.</p> <p>Their response to this question provides a good breakdown of barriers to access and innovative engagement techniques.</p>
Word count (300)	300

Section 3 - Track record, finance and governance

Application Form Question 13	<p>Collaboration and delivery: your track record of working in partnership and delivering quality services.</p> <p>Please use this section to outline the partnerships you have developed over the last three years. Please detail who you have worked with and what you have achieved.</p> <p>Please also details the three service achievements during this period of which you are most proud.</p>
Score	4
Comments	<p>Sydenham Arts, over the past 10 years, have worked with a multitude of partners with the same aims. The partnerships are complimentary and are well embedded with many continuing today either by directly working together or via the promotion of each other's activities which draws in new audiences or by joint trading, sharing of infrastructure and networking.</p> <p>Many partners offer venues, workshop and outreach opportunities with one festival event bringing a 96% BAME audience though they don't name the event. This result demonstrates the clear benefits to user and residents achieved via partnership working.</p> <p>The projects they are most proud of are developing new talent with lots of examples listed plus the dedicated programme for 60+ which has seen audience numbers grow significantly. The 60+ programme introduces new audiences to unfamiliar art forms, some audience members being otherwise isolated men. In addition their outreach work has brought in residents from local care homes, which benefits both the residents and carers.</p> <p>In addition, BAME, LGBTQ+ and a strong female presence is at the forefront of Programming. The first fully curated festival 'Summer & Sydenham' saw female (and black/Asian) representation dominate both in terms of artists and audiences.</p>
Word count (500)	495

Application Form Question 14	<p>Resources: your track record of attracting resources both financial and human.</p> <p>Please complete the below tables detailing your track record of the following over the past three years:</p> <ul style="list-style-type: none"> • funding applications both successful and unsuccessful • other fundraising activities • volunteer engagement <p>Please add extra rows as required.</p> <p>Please use the space below the tables to provide further details as required (200 words max).</p>
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Total number of funding applications in last 3 years	Level of funding requested	Outcome/level of funding received
Twenty-nine	£134,342	£47,725

Number of fundraising activities undertaken in last 3 years	Level of funding achieved
Seventeen	£77,243

Number of volunteer engagement activity undertaken in last 3 years	Approximate number of volunteer hours delivered

Three	325
Score	4
Comments	<p>This answer represents a strong track record of activity and success across all fronts. Applications made to a range of funders with the organisation securing a total of £124,968 via funding applications and fundraising activities in the past three years.</p> <p>The organisation has significant fundraising abilities including ticket sales, receiving more in fundraising in the last three 3 years (£77,243) compared to funding applications (£47,725).</p> <p>Sydenham Arts volunteer programme is expressed to have a good level of take up and management.</p>
Word count (200)	192

Application Form Question 15	<p>Overall financial health: Please complete the below table and answer the following questions.</p> <p>What is your reserve policy and current reserves status as a percentage of your turnover?</p> <p>We would expect organisation who are more than three years old to have a minimum of 10% of their annual turnover in reserve.</p> <p>If you are seeking funding and do not meet this threshold please provide a detailed account of why and what you intend to do to bring your reserves to an adequate level.</p> <p>Regardless of your reserve position please explain how your organisation is financially viable.</p>
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The below table is copied directly from the organisation's application form

Year	Income	Expenditure	Surplus/deficit
2015/16	£96,459	£84,321	£12,138
2016/17	£51,716	£58,915	£(7,199)
2017/18	£46,077	£48,414	£(2,337)
2018/19 (anticipated)	£62,451	£57,821	£4,630

Score	2
Comments	<p>Sydenham Arts has been operating ten years and has been a registered charity for three of the ten. They have run in deficit for two of the last three years. The application states that they have cash in hand of 15% of their turnover. Their latest set of accounts, however, show that they have a cash reserve of £2,602 and their turnover was £48,414 giving them a reserve of approximately 5% of their annual turnover. Their medium-term goal is to have six months turnover in uncommitted cash.</p>
Word count (250)	253

Application Form	Shared values: Please use this section to demonstrate your commitment to these; London Living Wage, equalities, being Dementia Friendly, ending Modern Slavery
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Question 16	and sustainability and your plans to develop these commitments.
Score	3
Comments	<p>All staff are paid at or above LLW. Performers' fees are based on commercial rates set by agents, Equity, London Living Wage or equivalent. Amounts are agreed in advance. Non-professional rates are at or above industry standards in the arts or education sectors. The design and website fees are subsidised, reflecting support in kind, as is their sound and technical costs.</p> <p>Sydenham Arts have supported audience members with Dementia and their most recent 60+ events were advertised as Dementia friendly; room lights were left on low; guests free to walk around, take a break, and sing along to any familiar songs. They list other examples of this kind of thoughtful inclusivity.</p> <p>Throughout their application Sydenham Arts have shown a positive approach to both inclusivity and diversity.</p> <p>In terms of modern slavery, they refer to their own employment practices and standards and their employment and safeguarding policies and procedures.</p> <p>The application gives a general commitment to sustainability without any specifics.</p>
Word count (250)	247

Application Form Question 23	Board Statement: Please include a statement from your Board regarding its overall approach to managing the organisation. This should include the details of the most recent skills audit and how the key posts on the Board are recruited to.
Score	4
Comments	<p>The Board consists of six members drawn from the local community, with a broad a range of skills. These include: Finance, admin, marketing, fundraising, small business management, education and cultural endeavour.</p> <p>Skill mix and diversity (4 female, 2 male) regularly reviewed but currently the organisation lacks strong legal skills but they are seeking to address this. Staff are 75% non-white, but they need more diversity on the Board.</p> <p>Having taken over the Sydenham Film Club, they are adding two of their existing members onto Sydenham Arts Board, giving them additional programming (film) and design skills.</p> <p>The Board met monthly during their first 18 months as a charity, and now meet at least quarterly, according to need. They also have an annual away day to focus on programme and strategy development.</p> <p>At their last board away day (09/2018), they agreed to:</p> <p>Focus on funding (Chamber, ACE, Festival & Assembly Funds) Board skills audit & recruit to fill gaps in our skills base - e.g. legal etc.</p> <p>They also identified their strategy for growth over the next 5 years, the key elements being to;</p> <p>Be a force for good in the borough Be relevant to all sectors of the community Build flexibility over pricing to make more programmes affordable to more people Build relationships, reaching out to those who do not currently engage with the arts Introduce new art forms to new audiences Develop and professionalise artistic practice, by championing new talent Encourage learning and raise young people's aspirations to boost literacy, confidence and</p>

	self-esteem Collaborate wherever possible to build the social and economic capital of Sydenham.
Word count (250)	250

Has the organisation met all other requirements of the application?		
	Yes	No
Does the organisation have a Board of at least 5 with all major posts filled	Yes	
Is the organisation currently compliant with filing requirements?	Yes	
Does the organisation have a reasonable awareness of opportunities and threats?	Yes	
Does the organisation have all the requested documents available?	Yes	
Has the organisation attached their accounts for 2017/18 – or most recent set of management accounts if formed after 2017?	Yes	
Relevant quality assurance systems in place	Yes	
Comments	Nil	

Overall comments/Recommendation
<p>TOTAL SCORE = 31</p> <p>Sydenham Arts application shows a small organisation with strong governance but weak financial sustainability that has been working well with local partners in the Sydenham area to provide access to arts events for local residents. The application is for a significant uplift in funding which would help the organisation to address some of their identified weaknesses. Unfortunately the unprecedented pressure on the main grants budget and the exceptionally strong competition within the arts theme means that it is not possible to recommend this application for funding.</p> <p>Not recommended for funding.</p>

MONTAGE THEATRE ARTS

Montage Theatre Arts (MTA) is a charity that has been serving the Lewisham community for 21 years and throughout our history has been supported and endorsed by Lewisham Borough Council. MTA provide 39 weekly classes in areas across the borough to provide sustained access to the performing arts for over 850¹ people, including young people from poorer and more vulnerable families and older people (from 2 to 70+).

IMPACT OF GRANT WITHDRAWAL

The complete withdrawal of Lewisham Main Grants funding could not have been predicted and renders us in the following position:

- **Financial** - With a challenging financial shortfall
- **Status** - Loss of endorsement and logo impacts our standing and severely handicaps our fundraising abilities with local business, funders and the local community. It also reduces our access to work in schools and publicise our work directly within educational establishments, hugely limiting our potential reach. Already 4 local schools have told us they would not advertise our services without the borough's logo/endorsement. How can we continue to reach vulnerable children without the support of schools?
- **Work with children** - The rejection of our application ignores the role we play in providing opportunities for socially or economically challenged families. 20% of our students attend via means-tested concessionary places, and over 75 children per annum access our services through free bursaries. Montage provides a unique and positive place for young people to access learning, many of whom have limited access to creative alternatives to street culture, during this difficult and insecure time.
- **Boys** - The withdrawal of funding affects our growing work with boys from poorer and more vulnerable households. Boys make up 16.2% of our student body, 42% of them are concessionary places. Given the particular challenges LBL faces with violent crime and poverty, access to opportunity is recognised as an influential factor. Early intervention such as access to the arts and skills development at Primary School level is essential as a preventative measure.

REASONS FOR APPEAL

Severe impacts as outlined above.

Feedback states that we are not suited to funding as "Lewisham benefits from a wealth of organisations providing similar activities and it is not possible for the Council to support all of them financially". The council are however providing financial support for similar organisations, namely Second Wave, GLYPT and Lewisham Youth Theatre, who all received some level of continued funding. Secondly, MTA's bid fully demonstrated our ability to meet the general funding criteria. We provided sound local intelligence, an asset-based approach, a demonstrable ability to innovate and create enterprise, a commitment to shared values and above all, our exceptional track record. Furthermore, we demonstrated our ability to meet every 'widening access to arts' criteria laid forth during consultation and the application process.

While MTA is partially revenue funded, it would appear that our recent economic success has resulted in us being penalised. At the Main Grants Application Workshop, attendees were consistently advised to be ambitious in their plans and application in spite of the budget limitations. We could not have anticipated a total rejection of our Main Grants application.

If the panel decide that MTA is still not suited to receive funding, we ask that the panel consider a short period of transitional funding.

Finally, the loss of Lewisham borough endorsement is a significant blow, damaging MTA's outreach opportunities. Even a token level of funding from LBL will ensure MTA's continued access to vulnerable children and young people through use of the Lewisham logo on advertising materials and communication. Alternatively, we ask that the appeal committee consider continued endorsement in some form such as an 'LBL recommended provider' in order for MTA to continue our excellent work in the borough.

¹ MTA Statistics; 2018-2019 financial year.

Patrons: Roy Williams OBE, Emma Thompson, Sylvestra Le Touzel and Debby Bishop

MTA is supported by Lewisham Council, The Gordon Family Fund and the Hilary and Stuart Williams Foundation.

Montage Theatre Arts is a registered charity No: 1103450

Registered as a company limited by guarantee in England and Wales, No: 5020947

Main Grants Programme 2019 - 2022 Assessment Sheet

Section 1 – Core Information

Name of applicant
Montage Theatre Arts

Is the applicant eligible to apply for a main grant	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
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Reasons for ineligibility or any further comments

Is the application for Core or Project funding	Core <input checked="" type="checkbox"/>	Project <input type="checkbox"/>
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Which main grant theme is being applied for	
	Strong and cohesive communities
	Communities that care
	Access to advice
✓	Widening access to arts
	Widening access to sports

Annual amount requested
£13,500

Application Form Question 25.	Details of any funding from Lewisham Council within the last 3 years?
	Arts Festivals Fund 2016 - 2017

Section 2 - Deliverables

Application Form Question 7	<p>Tell us the issue you are seeking to address.</p> <p>Please ensure you are clear why this issue is Lewisham specific and why you feel the need is not met by the existing assets in the community whether they be people, services (both commissioned and non-commissioned) or available funding.</p>
Score	3
Comments	<p>The application identifies the issues of deprivation, childhood poverty and youth unemployment, providing data to back these up. It also provide information that suggests that <i>“Children engaged in arts go on to have better ‘academic self-image’ and more positive attitudes to school”</i> and that students from low income families who take part in arts activities are three times more likely to get a degree than children from low income families that do not engage in arts activities.</p> <p>The organisation work with older people seeks to improve well-being (physical, emotional and mental) and tackles social isolation.</p>
Word count (400)	401

Application Form Question 8	<p>Tell us the assets you will be seeking to engage and mobilise to assist you.</p> <p>These assets could include individuals, groups, buildings or any or specific strengths that already exist within your community including the lived experiences of those within it.</p> <p>Tell us the other organisations working in this area and how you will avoid duplication and add value.</p>
Score	3
Comments	<p>The application describes the organisations staff and volunteer assets (experience and skills) and those that come from existing networks and partnerships.</p>
Word count (400)	385

Application Form Question 9	<p>Please tell us what you will seek to achieve over the next three years both with and without the funding you are applying for.</p> <p>Please include details of how many extra people you would expect to work with, the outputs you will deliver and the outcomes you will seek to achieve.</p> <p>Please tell us how your service differs from those that are already delivered or commissioned by the council.</p> <p>You should state the level of funding that you would anticipate attracting during this period both with and without Lewisham's core support.</p> <p>As you are applying for Core Funding this section should set out your ambitions as an organisation and what Lewisham's funding will help you achieve rather than simply what 'we are paying for.</p>
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	NB – this details in this section will form the basis of the monitoring of your organisation although the exact details will be agreement with once the grant has been awarded.
Without core funding from Lewisham:	
Comments	Without core funding the organisation have difficulty in continuing to deliver current provision and other deliverables such as the Volunteer programme, Youth Panel and in-school activities. The organisation also reports that it would be more difficult to access funding from other sources.
Word count (500)	243
With core funding from Lewisham:	
Score	3
Comments	The application describes a programme of work specialising in musical theatre with a number of specific targets designed to increase participation amongst children and young people and older people. The organisation works with a mix of fully paid for places, concessionary places and bursaries. Proposals include increasing the number concessionary places and bursaries.
Word count (500)	498

Application Form Question 10.	Please state how far your service offer is scalable. Please indicate below what percentage of your requested amount would still be feasible in terms of service delivery. Please tick all that apply
75% <input checked="" type="checkbox"/>	
50% <input checked="" type="checkbox"/>	
Other <input checked="" type="checkbox"/>	
Comments on value for money of revised offers	The organisation puts forward three options based on different levels of funding with a clear indication of what it would be possible to deliver with each level.

Application Form Question 11.	User profile – this table is copied directly from the application form	
PROTECTED CHARACTERISTIC	PLEASE TICK	FURTHER DETAIL
Age	<input checked="" type="checkbox"/>	
Disability	<input checked="" type="checkbox"/>	
Gender	<input checked="" type="checkbox"/>	
Gender reassignment	<input checked="" type="checkbox"/>	
Marriage & civil partnership	<input type="checkbox"/>	

Pregnancy & maternity	✓	
Race	✓	
Religion & belief	✓	
Sexual orientation	✓	

Application Form Question 12	<p>Please set out how your proposed programme will engage those who do not traditionally access services.</p> <p>This engage should relate to both the protected characteristics but also other groups.</p>
Score	4
Comments	<p>The organisation uses a range of ways to engage will people who do not traditionally access service. This includes:</p> <ul style="list-style-type: none"> • Proviision of bursaries and concessionary places • Montage is OFSTED registered, allowing childcare vouchers. • Children and young people are engaged in a school setting to help remove barriers to participation. • The organisation also works with housing providers and other local groups to gain greater access to communities.
Word count (300)	299

Section 3 - Track record, finance and governance

Application Form Question 13	<p>Collaboration and delivery: your track record of working in partnership and delivering quality services.</p> <p>Please use this section to outline the partnerships you have developed over the last three years. Please detail who you have worked with and what you have achieved.</p> <p>Please also details the three service achievements during this period of which you are most proud.</p>
Score	3
Comments	The organisation has worked collaboratively with a number of organisation from different sectors, including schools, other arts organisation and statutory providers. Information is provide about these projects and their impact
Word count (500)	490

Application Form Question 14	<p>Resources: your track record of attracting resources both financial and human.</p> <p>Please complete the below tables detailing your track record of the following over the past three years:</p> <ul style="list-style-type: none"> • funding applications both successful and unsuccessful • other fundraising activities • volunteer engagement <p>Please add extra rows as required.</p> <p>Please use the space below the tables to provide further details as required (200 words max).</p>
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Total number of funding applications in last 3 years	Level of funding requested	Outcome/level of funding received
14	£146,010	£46,624

Number of fundraising activities undertaken in last 3 years	Level of funding achieved
11	£54,444.43

Number of volunteer engagement activity undertaken in last 3 years	Approximate number of volunteer hours delivered
	1500

Score	4
Comments	The organisation has submitted a good number of funding applications The proportion of successful fundraising to Council funding is good. The organisation also makes good use of volunteers.

Application Form Question 15	<p>Overall financial health: Please complete the below table and answer the following questions.</p> <p>What is your reserve policy and current reserves status as a percentage of your turnover?</p> <p>We would expect organisation who are more than three years old to have a minimum of 10% of their annual turnover in reserve.</p> <p>If you are seeking funding and do not meet this threshold please provide a detailed account of why and what you intend to do to bring your reserves to an adequate level.</p> <p>Regardless of your reserve position please explain how your organisation is financially viable.</p>
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The below table is copied directly from the organisation's application form

Year	Income	Expenditure	Surplus/deficit
2015/16	£171,567	£159,806	+ £11,761
2016/17	£140,492	£145,996	- £5,504
2017/18	£167,508	£158,495	+ £9,013
2018/19 (anticipated)	£195,000	£179,000	+ £16,000

Score	3
Comments	The organisation is in a relatively healthy position with unrestricted reserves of £20,888 at the end of the 2017/18 financial year. Reserves policy is that MTA will hold a minimum of 3 months expenditure inclusive of direct costs, fees and overheads.
Word count (250)	56

Application Form Question 16	Shared values: Please use this section to demonstrate your commitment to these (London Living Wage, equalities, being Dementia Friendly, ending Modern Slavery and sustainability) and plans to develop these commitments.
Score	4
Comments	The organisation is committed to all of the above and has policies that cover some of the issues
Word count (250)	213

Application Form Question 23	Board Statement: Please include a statement from your Board regarding its overall approach to managing the organisation. This should include the details of the most recent skills audit and how the key posts on the Board are recruited to.
Score	3
Comments	<p>The Chair acts as line manager to the General Manager. This allows regular performance reviews and also oversees management decisions. The Chair keeps the Board regularly informed on relevant or urgent issues and between quarterly meetings</p> <p>The board is responsible for MTA's long-term development. The board create management strategy and business plans in consultation with the General Manager.</p> <p>The most recent skills audit took place in June 2018 when recruiting for 3 new board</p>

	members. This identified a gap around marketing and PR. And the organisation asked for people with these skills to apply when considering joining the board. When vacancies arise, MTA run an open recruitment process and also advertise in line with our Equal Opportunities policy, via as many channels as possible
Word count (250)	246

Has the organisation met all other requirements of the application?		
	Yes	No
Does the organisation have a Board of at least 5 with all major posts filled	✓	
Is the organisation currently compliant with filing requirements?	✓	
Does the organisation have a reasonable awareness of opportunities and threats?	✓	
Does the organisation have all the requested documents available?	✓	
Has the organisation attached their accounts for 2017/18 – or most recent set of management accounts if formed after 2017?	✓	
Relevant quality assurance systems in place	✓	
Comments		

Overall comments/Recommendation
<p>Total score 30: the application is not recommended for funding.</p> <p>The organisation is well run and delivers excellent activities in the borough. However, Lewisham benefits from a wealth of organisations providing similar activities and it is not possible for the Council to support all of them financially. Difficult decisions have to be made in the context of cuts to the Main Grants budget and other applications have present a more compelling case and broader range of service impacts.</p>

18th March 2019



Dear Lewisham Members and Officers

We would like to make representation to the Council regarding the outcome of the 2019-22 Grants funding round.

GLYPT has always believed in the strength of its relationship with the Council and are grateful for the support we have received, both historically and through this current funding round. We have worked hard to develop partnerships and collaborations that deliver Lewisham's aims and ambitions. As detailed in our original application (Q.28) we have already been successful in securing an additional £241,000 for the next three year funding cycle. We used our current level of Lewisham funding to leverage additional resources to directly invest in the borough. The effect of the proposed decrease on our future fundraising capabilities should not be underestimated.

We are fully aware that the Council was under huge pressure to make cuts and had considered it likely we would be subject to this, along with most in the sector. However, we felt we had made a compelling case for your support; no longer offering work solely for young people but an extensive, comprehensive and (as the Assessment Sheet feedback acknowledges) ambitious programme including 1) participation opportunities for 5-18's; 2) training, tangible career pathways and increased employability for 16-25's in the South of the Borough through Progression; 3) touring and programming theatre in the Fellowship; 4) a wider programme of Engaging the Community and Elders using the Fellowship resource, this includes Comedy, Music and Participatory projects. However, the Assessment states that "This level of funding is in line with main grants awards to other performing arts based organisations working with young people in the borough". We are being compared directly to fellow youth arts organisations (at a level of £35,000) whereas we are offering a much broader vision and a significant offer to communities in Lewisham.

GLYPT have spent the last two years investing in its relationship with Phoenix Housing and Electric Star (the new Publicans of the Fellowship Inn). We have been a key organisation in the set-up of BRAG (Bellingham Regeneration Arts Group) and have become a strategic lynchpin for engaging the whole community (not just young people). We have developed a partnership that for the first time will allow us to be 'in residence' in the Fellowship Inn, giving GLYPT a building base to operate from in the South of the Borough. We have positioned ourselves as a key agency ensuring that the building will provide impactful opportunities for Lewisham's local hard to engage communities within the commercial framework that the publicans operate: A high quality arts organisation operating on their behalf and offering arts engagement and cultural activity that has never before been in place. This was backed up by the significant level of partnership funding we had already secured, and are looking to invest.

In the feedback on Question 9 on the Assessment, it comments that "No specific commitment is made, however, as to how the Council's Funding would be used to bring in Funding from other sources" – GLYPT had much to outline in this question, so we additionally used Question 28 ("points you want to bring to the attention of the Council") to give a full and detailed account of funds already obtained (not theoretical but actual) amounting to £145,000 - 2019/2020, £74,000 - 2020/2021 and £22,000 2021/2022. We would ask that this is fully taken into consideration. In the same question (part A) the Assessment comments that we answered in 243 words out of 500; this is incorrect - it was 496 words. Does this mean that half of this answer was not considered? This was also the question consequently where we scored the lowest mark - 3.

As detailed in question 10, receiving only 50 % of our funding would have a seismic impact on what we can offer to the public and the Council in terms of additional leverage and the breadth of work we can offer. We would appreciate your review of this decision, not in terms of expecting no cut but, in terms of the scale of the cut that has been applied to our programme. We believe that Lewisham communities will lose proportionately more than the real cost to the council – the reduction of some of our participatory programmes including the mental health programme for 8-14's, the withdrawal of our training and employment programme and a heavily reduced community engagement offer, all of which will damage opportunities for some of the most needy communities in the borough.

Main Grants Programme 2019 - 2022 Assessment Sheet

Section 1 – Core Information

Name of applicant	
Greenwich & Lewisham Young People's Theatre (GLYPT)	

Is the applicant eligible to apply for a main grant	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
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Reasons for ineligibility or any further comments

Is the application for Core or Project funding	Core <input checked="" type="checkbox"/>	Project <input type="checkbox"/>
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Which main grant theme is being applied for	
	Strong and cohesive communities
	Communities that care
	Access to advice
✓	Widening access to arts
	Widening access to sports

Annual amount requested
£70,000

Application Form Question 25.	Details of any funding from Lewisham Council within the last 3 years?
	Arts Festivals Fund and Lewisham Youth Service (Summer Arts College commission)

Section 2 - Deliverables

Application Form Question 7	<p>Tell us the issue you are seeking to address.</p> <p>Please ensure you are clear why this issue is Lewisham specific and why you feel the need is not met by the existing assets in the community whether they be people, services (both commissioned and non-commissioned) or available funding.</p>
Score	4
Comments	<p>The application identifies the potential for the art to mitigate against the impact of poverty – highlighting this as a need in the south of the borough and the opportunities provided by the opening of the Fellowship Inn. The application also provides evidence of mental health and anti-social behaviour as a need amongst young people and quotes from Lewisham’s Sustainable Community Strategy 2008-2022, stating that the organisation will “use arts and cultural activities to counter isolation, build cohesion develop wellbeing, and help people fulfil their potential”.</p>
Word count (400)	396

Application Form Question 8	<p>Tell us the assets you will be seeking to engage and mobilise to assist you.</p> <p>These assets could include individuals, groups, buildings or any or specific strengths that already exist within your community including the lived experiences of those within it.</p> <p>Tell us the other organisations working in this area and how you will avoid duplication and add value.</p>
Score	4
Comments	<p>The application describes the experience and expertise of the organisations staff as well as collaborative arrangement that it has with a network of other organisations, both arts and grass roots community.</p> <p>The opening of the Fellowship Inn, which will provide a home for GLYPT in Lewisham and also opportunities for the organisation to play a part in an important community hub in the south of the borough</p>
Word count (400)	385

Application Form Question 9	<p>Please tell us what you will seek to achieve over the next three years both with and without the funding you are applying for.</p> <p>Please include details of how many extra people you would expect to work with, the outputs you will deliver and the outcomes you will seek to achieve.</p> <p>Please tell us how your service differs from those that are already delivered or commissioned by the council.</p> <p>You should state the level of funding that you would anticipate attracting during this period both with and without Lewisham's core support.</p> <p>As you are applying for Core Funding this section should set out your ambitions as</p>
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	<p>an organisation and what Lewisham's funding will help you achieve rather than simply what 'we are paying for.'</p> <p>NB – this details in this section will form the basis of the monitoring of your organisation although the exact details will be agreement with once the grant has been awarded.</p>
Without core funding from Lewisham:	
Comments	Without core funding the organisation would continue to respond to commissioning opportunities and with projects that are already externally funded. The organisations core work in the borough would however come to an end with an estimated 90% reduction in activities.
Word count (500)	243
With core funding from Lewisham:	
Score	3
Comments	<p>The organisation puts forward an ambitious vision based around its role at the Fellowship Inn and working alongside Phoenix Community Housing and other resident organisations. The aim will be to create a hub in the south of the borough with a similar impact to the Albany in the North with GLYPT becoming a key arts development organisation.</p> <p>Core funding would support the organisations four key programme strands: Participation, Progression, Theatre and Community Engagement significantly increasing the number of people engaged. Clear outcomes and outputs are provided to support these themes.</p> <p>The application provides a clear statement from the organisation of how it sees its role developing in the coming years and is one that will be particularly beneficial to the south of Lewisham. No specific commitment is made however as to how the Council's funding would be used to bring in funding from other sources</p>
Word count (500)	498

Application Form Question 10.	Please state how far your service offer is scalable. Please indicate below what percentage of your requested amount would still be feasible in terms of service delivery. Please tick all that apply
75% <input type="checkbox"/>	
50% <input checked="" type="checkbox"/>	
Other <input type="checkbox"/>	
Comments on value for money of revised offers	The organisations states that if a minimum of 50% of funding was made available it would work with Lewisham to create a scalable framework. However its ability to leverage funding from other sources would be diminished and its programme and partnerships would be reduced

Application Form Question 11.	User profile – this table is copied directly from the application form
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PROTECTED CHARACTERISTIC	PLEASE TICK	FURTHER DETAIL
Age	✓	
Disability	✓	
Gender	✓	
Gender reassignment	✓	
Marriage & civil partnership	✓	
Pregnancy & maternity	✓	
Race	✓	
Religion & belief	✓	
Sexual orientation	✓	

Application Form Question 12	<p>Please set out how your proposed programme will engage those who do not traditionally access services.</p> <p>This engage should relate to both the protected characteristics but also other groups.</p>
Score	4
Comments	The organisation states that it actively opposes discrimination of any kind and promotes social and cultural equality. It works with local community groups to ensure that people who do not traditionally participate in the arts, access its services. It also uses feedback from outreach and consultation to shape its services. There is a specific community engagement programme that uses tailored approaches to reach particular communities.
Word count (300)	295

Section 3 - Track record, finance and governance

Application Form Question 13	<p>Collaboration and delivery: your track record of working in partnership and delivering quality services.</p> <p>Please use this section to outline the partnerships you have developed over the last three years. Please detail who you have worked with and what you have achieved.</p> <p>Please also details the three service achievements during this period of which you are most proud.</p>
Score	5
Comments	The organisation describes a track record of collaboration with a range of different kinds of organisations including other arts organisations, housing organisations, museums, schools and community groups. Specific examples of projects and achievements have been provided, outlining the quality of services.
Word count (500)	490

Application Form Question 14	<p>Resources: your track record of attracting resources both financial and human.</p> <p>Please complete the below tables detailing your track record of the following over the past three years:</p> <ul style="list-style-type: none"> • funding applications both successful and unsuccessful • other fundraising activities
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• **volunteer engagement**

Please add extra rows as required.

Please use the space below the tables to provide further details as required (200 words max).

Total number of funding applications in last 3 years	Level of funding requested	Outcome/level of funding received
12	£927,332	£913,332

Number of fundraising activities undertaken in last 3 years	Level of funding achieved
3	£25,570

Number of volunteer engagement activity undertaken in last 3 years	Approximate number of volunteer hours delivered
12	1,432

Score	4
Comments	The organisation has an impressive and successful track record of fundraising. However it is not clear how much of the funds raised were to benefit Lewisham residents.

Application Form Question 15	<p>Overall financial health: Please complete the below table and answer the following questions.</p> <p>What is your reserve policy and current reserves status as a percentage of your turnover?</p> <p>We would expect organisation who are more than three years old to have a minimum of 10% of their annual turnover in reserve.</p> <p>If you are seeking funding and do not meet this threshold please provide a detailed account of why and what you intend to do to bring your reserves to an adequate level.</p> <p>Regardless of your reserve position please explain how your organisation is financially viable.</p>
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The below table is copied directly from the organisation's application form

Year	Income	Expenditure	Surplus/deficit
2015/16	£463,073	£507,616	(£43,543)
2016/17	£540,367	£534,632	£5,735
2017/18	£514,262	£581,881	(£67,619)
2018/19 (anticipated)	£668,754	£692,069	(£23,315)

Score	4
Comments	The organisation is in a healthy financial position and reports an unrestricted General Reserve of £90,275 (plus additional designated funds) which has allowed the Trustees to operate reserves to their preferred level of above £70,000

	A reserve policy of a balance representing approximately three months operating costs ensures that the organisation could continue to operate in a range of challenging scenarios.
Word count (250)	194

Application Form Question 16	Shared values: Please use this section to demonstrate your commitment to these (London Living Wage, equalities, being Dementia Friendly, ending Modern Slavery and sustainability) and plans to develop these commitments.
Score	4
Comments	The organisation is a London Living Wage employer, has a clear equalities policy and is working on a sustainability policy. There is no mention of Modern Slavery or being Dementia Friendly – the latter is not relevant as a priority to the work that the organisation carries out.
Word count (250)	195

Application Form Question 23	Board Statement: Please include a statement from your Board regarding its overall approach to managing the organisation. This should include the details of the most recent skills audit and how the key posts on the Board are recruited to.
Score	5
Comments	The organisation has a strong board representing a range of skills and experience and undertakes an annual skills audit. One-third of the Board of Directors retire at the AGM, re-elected on a case by case basis. Trustees convene quarterly, taking overall responsibility for governance, charitable purpose and risk management. To facilitate effective operations, the senior management team of CEO (delivering Artistic Vision) and Executive Director, have delegated authority approved by Trustees including finance, fundraising, employment, operations and premises.
Word count (250)	233

Has the organisation met all other requirements of the application?		
	Yes	No
Does the organisation have a Board of at least 5 with all major posts filled	✓	
Is the organisation currently compliant with filing requirements?	✓	
Does the organisation have a reasonable awareness of opportunities and threats?	✓	
Does the organisation have all the requested documents available?	✓	
Has the organisation attached their accounts for 2017/18 – or most recent set of management accounts if formed after 2017?	✓	
Relevant quality assurance systems in place	✓	
Comments		

Overall comments/Recommendation
<p>Total score 37: the application is recommended for funding of £35,000 per annum.</p> <p>The application demonstrates a strong track record of collaboration and quality of services. The organisation appears to have developed a clear vision of how it will operate in Lewisham, plying a significant role in the south of the borough. Fundraising is also impressive, meaning that there are good opportunities to multiply the Council's investment. Due to the unprecedented pressure on the main grants budget the amount recommended represents a cut to the current funding level. The organisation applied for £70,000</p>

but indicated that an award of 50% of this would enable them to offer a service in Lewisham from Fellowship Inn but at a reduced level. Officers will need to negotiate what this reduced offer would look like. This level of funding is in line with main grants awards to other performing arts based organisations working with young people in the borough.

Mains Grant Funding Appeal

20th March 2019

Firstly, I would like to apologise for the lack of content in our main grants application. I feel it is fair to mention that not only was I recovering from weeks of illness, but that my entire family suffered with a norovirus throughout the time I was completing the application. I am also dyslexic and find such forms exceptionally challenging to answer; usually I would enlist the help of others to support me but due to illness I was unable to obtain the level of contact required.

It was exceedingly difficult to fit our circumstances into the form; it appeared to be written to cope with an individual, specific topic. Nevertheless, I appreciate the opportunity to elaborate on particular areas of the application that were lacking in detail; I hope that this summarises our request to be better understood, whilst highlighting how valuable our organisation is to the local (and wider) community.

In short, the issue we intended to address was focused mainly on the sheer volumes of local community members who seek our support. We accommodate the many, not few; those who are vulnerable, isolated and alone who have nobody else to turn to for help, in addition to those seeking to build new friendships and gain confidence and acceptance amongst their fellow community members.

Unfortunately for our organisation, it does not pay to care. Therefore we rely on methods (through schemes highlighted in our business plan, grants and fundraising) to generate income to pay for our spaces/building where we can deliver these services that are in such high demand.

The majority of our (staff & volunteers) time is taken up with offering support to those who wouldn't otherwise have somewhere to go or someone to turn to. Therefore generating income is not prioritised and this is why we apply for funding towards our running costs.

Ultimately, should we receive the funding requested; it could be used to alleviate a percentage of our building and staff costs. This would then enable us to not only continue our services but buy us some time to explore ways in which to become fully sustainable in the future. The needs of the community are ever changing and we endeavour to find long term solutions to adapt to these, without the need to rely on funding.

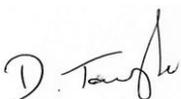
We do not foresee the need for funding indefinitely. By relieving some of our financial burden, we could focus time and resources towards engaging even more with the local and wider community. There are many organisation who are already well established, offering support and advice – we could enlist their help by offering free space in our buildings for them to host events/workshops then in turn they could relieve our staff and volunteers so that over time they can concentrate on creating more income channels.

Even throughout a few difficult years regarding staff sickness, lack of confidence in our board of directors and relentless building repairs – we have maintained a valuable service to the community.

We are constantly expanding our already wide-ranging organisation and we are very excited for the future. I predict that with new board members and our consistently enthusiastic staff and volunteers, 2019 will see the most positive turn around with fresh ideas, new partnerships and a wider reach across the community.

I would like to take the opportunity to talk at the meeting on the 27th March 2019

Kindest Regards



Darren Taylor

Main Grants Programme 2019 - 2022 Assessment Sheet

Section 1 – Core Information

Name of applicant
Eco Communities CIC

Is the applicant eligible to apply for a main grant	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
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Reasons for ineligibility or any further comments

Is the application for Core or Project funding	Core <input checked="" type="checkbox"/>	Project <input type="checkbox"/>
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Which main grant theme is being applied for	
x	Strong and cohesive communities
x	Communities that care
	Access to advice
	Widening access to sports
	Widening access to sports

Annual amount requested
£70,000

Application Form Question 25.	Details of any funding from Lewisham Council within the last 3 years?
Assembly funds – total of £5,700 across three wards (Evelyn, Ladywell and Crofton Park).	

Section 2 - Deliverables

Application Form Question 7	<p>Tell us the issue you are seeking to address.</p> <p>Please ensure you are clear why this issue is Lewisham specific and why you feel the need is not met by the existing assets in the community whether they be people, services (both commissioned and non-commissioned) or available funding.</p>
Score	2
Comments	<p>Very limited articulation of need.</p> <p>There is some reference to isolation but beyond this the need is simply implied through a description of what the buildings may be used for.</p> <p>Overall this answer simply describes what Eco's buildings might be used for and some of the benefits that may be realised through their use but does not address the question.</p>
Word count (400)	379

Application Form Question 8	<p>Tell us the assets you will be seeking to engage and mobilise to assist you.</p> <p>These assets could include individuals, groups, buildings or any or specific strengths that already exist within your community including the lived experiences of those within it.</p> <p>Tell us the other organisations working in this area and how you will avoid duplication and add value.</p>
Score	1
Comments	<p>This answer lacks scope and depth.</p> <p>There is reference to 58 partnerships and some mention of the types of organisations but no detail or specifics.</p> <p>There is no reference to engaging local individuals as volunteers or the use of other assets in the community.</p> <p>Given the unused word count it could be expected that further details would be provided.</p>
Word count (400)	142

Application Form Question 9	<p>Please tell us what you will seek to achieve over the next three years both with and without the funding you are applying for.</p> <p>Please include details of how many extra people you would expect to work with, the outputs you will deliver and the outcomes you will seek to achieve.</p> <p>Please tell us how your service differs from those that are already delivered or commissioned by the council.</p> <p>You should state the level of funding that you would anticipate attracting during this period both with and without Lewisham's core support.</p>
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	<p>As you are applying for Core Funding this section should set out your ambitions as an organisation and what Lewisham's funding will help you achieve rather than simply what 'we are paying for.'</p> <p>NB – this details in this section will form the basis of the monitoring of your organisation although the exact details will be agreement with once the grant has been awarded.</p>
Without core funding from Lewisham:	
Comments	<p>The response is that existing services will be significantly cut back if no core funding is received.</p> <p>It is unclear in the response what is currently provided although there is reference to 'buildings' throughout the application.</p> <p>The answer simply describes increased charges with no indication of positive provision that may be delivered without the funding that has been applied for.</p> <p>A priori knowledge within the council is aware that these include community libraries and it is unclear why the lack of core funding would lead to what is described as 'vicious cost-cutting' as there is no funding currently provided as part of the agreements to run these buildings.</p> <p>Again, limited use of the available word count.</p>
Word count (500)	119
With core funding from Lewisham:	
Score	2
Comments	<p>A limited answer that gives some indication of what the building might be used for in the future but limited detail as to how far these options have been fully explored or agreed.</p> <p>Positive ambition relating to the buildings being made available for free and for them to become dementia friendly.</p> <p>However, there is a lack of clarity as to how groups would be prioritised for free space or what steps would be taken to ensure Dementia Friendly status.</p> <p>There is a lack of clarity about what the funding will actually pay for.</p> <p>Again there word count is very low so the lack of detail is disappointing.</p>
Word count (500)	196

Application Form Question 10.	Please state how far your service offer is scalable. Please indicate below what percentage of your requested amount would still be feasible in terms of service delivery. Please tick all that apply
75%	<input checked="" type="checkbox"/>
50%	<input checked="" type="checkbox"/>
Other	<input type="checkbox"/>
Comments on value for money of revised offers	As with the general service offer it is difficult to ascertain exactly what would be on offer and how this would be facilitated.

Application Form Question 11.	User profile – this table is copied directly from the application form	
PROTECTED CHARACTERISTIC	PLEASE TICK ✓	FURTHER DETAIL
Age	✓	Our building cater for every age.
Disability	✓	All our buildings are DDA compliant
Gender	✓	We cater for all genders
Gender reassignment	✓	We have always supported LGBT and have held events in the libraries
Marriage & civil partnership	✓	We cater for all types of marriages and partnerships
Pregnancy & maternity	✓	We have Antenatal classes in our buildings, and offer baby books and when born we have many baby bounce session.
Race	✓	We cater for all races
Religion & belief	✓	We cater for all Religions and beliefs
Sexual orientation	✓	We cater for all Sexual orientation

Application Form Question 11b	If your proposed programme will be aimed exclusively at one specific community please explain the reasons for this. NB – this could be a community of interest or a geographical area not listed above.
Comments	N/A

Application Form Question 12	Please set out how your proposed programme will engage those who do not traditionally access services. This engage should relate to both the protected characteristics but also other groups.
Score	2
Comments	There is no analysis of which groups do not currently access services or why. There is a general acceptance of the need to do more promotional activity but this is

	<p>limited to mainstream and social media channels. There is little reference to seeking to engage particular groups other than reference to events during LGBT and Black History months.</p> <p>Again, word limit not utilised.</p>
Word count (300)	146

Section 3 - Track record, finance and governance

Application Form Question 13	<p>Collaboration and delivery: your track record of working in partnership and delivering quality services.</p> <p>Please use this section to outline the partnerships you have developed over the last three years. Please detail who you have worked with and what you have achieved.</p> <p>Please also details the three service achievements during this period of which you are most proud.</p>
Score	3
Comments	<p>This section has details of a range of very positive partnerships and events that have happened in the library buildings.</p> <p>The range of partners is impressive as are the types of activities. The engagement of local individuals to volunteer in the libraries is particularly impressive.</p> <p>However, the majority of partnerships appear to be fairly transactional in nature and relate to the use of the buildings for activities rather than long term service development.</p> <p>This is a much more positive part of the application form but it fails to specifically highlight the three key achievements as requested and lacks the depth to score the highest marks.</p>
Word count (500)	456

Application Form Question 14	<p>Resources: your track record of attracting resources both financial and human.</p> <p>Please complete the below tables detailing your track record of the following over the past three years:</p> <ul style="list-style-type: none"> • funding applications both successful and unsuccessful • other fundraising activities • volunteer engagement <p>Please add extra rows as required.</p> <p>Please use the space below the tables to provide further details as required (200 words max).</p>
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Total number of funding applications in last 3 years	Level of funding requested	Outcome/level of funding received
16	£620,377	£390,089

Number of fundraising activities undertaken in last 3 years	Level of funding achieved
14	£495,449

Number of volunteer engagement activity undertaken in last 3 years	Approximate number of volunteer hours delivered
Volunteers in libraries	133,670

Score	3
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Comments	<p>The level of volunteer hours is very impressive and is the main reason for the high score. The number of hours is significant and it is assumed that these are spread across numerous libraries and so serve a range of different communities.</p> <p>The level of financial resources secured are also significant although a large proportion of these are gained through contracts, sales and consultancy work so not fundraising in the traditionally sense.</p> <p>The funding applications are still almost exclusively focused on the statutory sector with limited expansion to the wider funding community.</p>
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Application Form Question 15	<p>Overall financial health: Please complete the below table and answer the following questions.</p> <p>What is your reserve policy and current reserves status as a percentage of your turnover?</p> <p>We would expect organisation who are more than three years old to have a minimum of 10% of their annual turnover in reserve.</p> <p>If you are seeking funding and do not meet this threshold please provide a detailed account of why and what you intend to do to bring your reserves to an adequate level.</p> <p>Regardless of your reserve position please explain how your organisation is financially viable.</p>
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The below table is copied directly from the organisation's application form

Year	Income	Expenditure	Surplus/deficit
Oct 2018 /Sept 19 (forecasted)	£350,000	£290,000	£60,000
Oct 2017/ Sept 18 (anticipated)	£310,000	£300,000	£10,000
Oct 2016 /Sept 17	£259,108	£258,047	£1,061
Oct 2015 /Sept 16	£288,381	£308,617	-£20,206
Oct 2014/ Sept 15	£295,550	£299,103	-£3553

Score	2
Comments	<p>The organisation has no reserves at present although it is stated that this is due to investment in Lewisham assets.</p> <p>It is unclear whether the anticipated surplus includes the funds applied for through this application and the answer at question 9a presents significant concerns regarding sustainability should this funding not be agreed.</p> <p>Reference to increase in income from October 2017 contains no explanation so it is difficult to assess the sustainability of this. This is also directly following the period of the</p>

	latest accounts so it is not possible to verify.
Word count (250)	98

Application Form Question 16	Shared values: Please use this section to demonstrate your commitment to these (London Living Wage, equalities, being Dementia Friendly, ending Modern Slavery and sustainability) and plans to develop these commitments.
Score	1
Comments	Not a Living Wage Employer – 33% of staff currently below LLW. No reference to other highlighted areas although 2 buildings are dementia friendly and all are Jimmy Safe Havens.
Word count (250)	73

Application Form Question 23	Board Statement: Please include a statement from your Board regarding its overall approach to managing the organisation. This should include the details of the most recent skills audit and how the key posts on the Board are recruited to.
Score	1
Comments	Not clear that there is an effective governance system in place. There are only 3 members of the management committee all of whom have been appointed in the last few weeks. The posts of Chair and Treasurer are held by the same individual who appears to be the Director/CEO of the organisation. The latest submitted accounts show all Directors apart from the current Director/Chair/CEO resigning during that period. Overall Board statement lacks any substance.
Word count (250)	62

Has the organisation met all other requirements of the application?		
	Yes	No
Does the organisation have a Board of at least 5 with all major posts filled		x
Is the organisation currently compliant with filing requirements?		
Does the organisation have a reasonable awareness of opportunities and threats?	x	
Does the organisation have all the requested documents available?	x	
Has the organisation attached their accounts for 2017/18 – or most recent set of management accounts if formed after 2017?	x	
Relevant quality assurance systems in place	?	
Comments	There is currently no quality assurance system in place but the organisation is currently considering PQASSO.	

Overall comments/Recommendation

Overall score: 17

Overall a weak application from an organisation that currently receives council funding and manages a number of council assets.

The majority of answers are very short and lack depth.

There are some positive areas relating to track record and the engagement of volunteers in the libraries is very impressive but overall the application lacks a coherent vision and service offer.

There are questions regarding financial sustainability and governance that require examination regardless of the funding decision.

Not recommended for funding.

Lewisham Main Grants Appeal - Ageing Well in Lewisham

A large part of the critique of our Main Grant application seemed to focus on the assumption that we were unprepared for financial threats and relied too heavily on the Main Grant scheme. However, since the last award to Ageing Well in 2016, the organisation has made serious attempts to attend to its financial health by reducing its spending and diversifying its funding streams. In the 2017, the Board took a hard look at its financial situation and made the difficult decision to make the then current paid administrator redundant. From August to December, we hired a project manager (Sarah Watson) on very reduced hours who was able to focus on the new lunch club at Goldsmith's and also strengthen links with Carers Lewisham. Meanwhile, the Board assessed the strengths, weaknesses, and threats to the organisation. During this time Ageing Well relied on Trustees to run the programmes along with established volunteers and paid session leaders. We also used this time to assess the viability of the various projects and save resources for the future. For the duration, given the lack of staff there was no capacity for extra grant applications and the groups were held at a "status quo" level, with several of them suffering minor declines in attendance.

In the following financial year (2018-19), it became clear that for growth and stability it was necessary to hire a paid staff member to organise the groups and research and apply for grants. The main role was reassessed and the number of paid hours aligned to make it financially feasible for the organisation. Ann Howell was hired in May 2018 to fill this role. Since having a paid organiser we have been able to:

- Resume grant applications with a 40% success rate, amounting to just over £7,000 in the past 9 months (including a recent award of £3,500 from Goldsmiths' Company Charity). We are now pursuing several slightly larger grants to further diversify our income.
- Increase uptake at current programmes by 15%
- Introduce 2 new programmes (Mindfulness & Movement, Golden Age Coffee Morning) through targeted fundraising and development of a new partnership with South Lewisham Group Practice
- Organise or participate in several successful one-off events, including Lewisham People's Day, Sydenham Fun Palace, a Summer Tea Party at St Barnabas, and our very special 20th Anniversary Celebration.
- Work with VSL and VAL to recruit several new volunteers to support our programming

Since September 2018, we have also been able to hire a part-time office worker (5 hours/week), who has been essential in keeping our financial records and progress reports up-to-date, as well as process volunteer application forms and client referrals.

In short, with paid staff we have been able to do more with less and have become more stable through diversified funding and partnerships offering complementary support. We are motivated by the 50-60 vulnerable elders we engage with each week and listening to their stories, watching their friendships blossom, and being there to support them with everyday life issues is what spurs us to continue our work.

The Board is committed to building on the momentum of this past year and continuing to serve our clients with effective and responsive programming. We have a renewed commitment of support from Trinity Laban who will continue to work with us to strengthen The Befrienders singing group and be an active partner when pursuing funding. Given our already very streamlined budget and our reasonably healthy reserves, support of even £4-5,000 from LBL for 2 years would enable us to provide services until 2021 and in the meantime search for other sources of funding and ways of further economising through creative staffing and collaboration with our partner organisations.

Main Grants Programme 2019 - 2022 Assessment Sheet

Section 1 – Core Information

Name of applicant
Ageing Well in Lewisham

Is the applicant eligible to apply for a main grant	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
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Reasons for ineligibility or any further comments
N/A

Is the application for Core or Project funding	Core <input checked="" type="checkbox"/>	Project <input type="checkbox"/>
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Which main grant theme is being applied for	
	Strong and cohesive communities
x	Communities that care
	Access to advice
	Widening access to sports
	Widening access to sports

Annual amount requested
£28945

Application Form Question 25.	Details of any funding from Lewisham Council within the last 3 years?
Current Main Grant Recipient Whitefoot Assembly - £2016 & 2018	

Section 2 - Deliverables

Application Form Question 7	<p>Tell us the issue you are seeking to address.</p> <p>Please ensure you are clear why this issue is Lewisham specific and why you feel the need is not met by the existing assets in the community whether they be people, services (both commissioned and non-commissioned) or available funding.</p>
Score	2
Comments	<p>The response displays a understanding of the overall theme and provides basic information on general the need relating to isolation and scaling of need over the next 10 years. However the answer is very light on data and evidence.</p> <p>Good explanation of the overall aims of the organisation - but don't state how they relate to organisations delivering similar, demonstrate added value, or how they can complement existing provision.</p> <p>No details given on existing provision from other services, other than some reference to immediate partners and upcoming plans/ideas.</p> <p>The answer does demonstrate an understanding of the benefit of social prescribing and prevention of escalating need and how they are aiming to work within that LBL priority</p> <p>The response also state that accessing transport is an issue and reference current partner but do not provide any detail on they will overcome the issue.</p>
Word count (400)	398

Application Form Question 8	<p>Tell us the assets you will be seeking to engage and mobilise to assist you.</p> <p>These assets could include individuals, groups, buildings or any or specific strengths that already exist within your community including the lived experiences of those within it.</p> <p>Tell us the other organisations working in this area and how you will avoid duplication and add value.</p>
Score	3
Comments	<p>Application clearly details the assets within the organisation including staff, buildings, partnerships, volunteers, experience etc and gives examples how this has been effective in continuing to improve.</p> <p>Application states they will work with partners to develop service and avoid duplication. It names a couple of examples, but this is fairly vague and limited to current plans not mobilising future assets</p> <p>Applications does state cross boundary partnerships with South Lewisham GP surgery and NCDP. However this is not remarkable for this sector and is a basic requirement</p> <p>Relative to the amount of funding requested this is a positive answer to question 8 with regards assets, capacity and forward thinking.</p>
Word count (400)	396

Application Form Question 9	<p>Please tell us what you will seek to achieve over the next three years both with and without the funding you are applying for.</p> <p>Please include details of how many extra people you would expect to work with, the outputs you will deliver and the outcomes you will seek to achieve.</p> <p>Please tell us how your service differs from those that are already delivered or commissioned by the council.</p> <p>You should state the level of funding that you would anticipate attracting during this period both with and without Lewisham's core support.</p> <p>As you are applying for Core Funding this section should set out your ambitions as an organisation and what Lewisham's funding will help you achieve rather than simply what 'we are paying for.'</p> <p>NB – this details in this section will form the basis of the monitoring of your organisation although the exact details will be agreement with once the grant has been awarded.</p>
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Without core funding from Lewisham:

Comments	<ul style="list-style-type: none"> • Aim to keep basic core service until reserves are exhausted. • Would not expect to develop in any way • Anticipate only 2 sessions PW and remove events or extra activities • Would leave existing clients with a reduction in usual service expectation – thus fall off from existing clients • Will be purely volunteer run and led – issues therefore in recruiting and maintaining volunteers an training – will aim to mitigate through VSL/VAL • No resources to facilitate other funding as volunteer and board time will focus on delivering a core (basic) 2 session week only • Likely wind down as charity by 2020
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Word count (500)	351
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With core funding from Lewisham:

Score	2
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Comments	<ul style="list-style-type: none"> • Application makes continual reference to 'continuing their ongoing work inclusion their 5 weekly sessions, collaboration with partners, events and engagement – all this is already taking place – granted with a paid employee. • Application does state that they will 'continue to recruit new volunteers and participants, but these are limited in scope and ambition and leans towards the tried and ongoing without demonstrating how things could be done differently to ensure success • Very little detail in how attempts to fundraise, attract grants, retain skilled board members etc. will be improved from the existing status quo if funded again. • There is no evidence of how the organisation will work differently than they have historically to ensure they achieve the stated outcomes such as increasing grant applications and improving budgetary independence • Concern here is that this organisation has been struggling to maintain financial health, attract grants, fundraise etc and are proposing to continue doing what they are already doing, which is not yielding results. • How are they planning to do things differently to improve where necessary? This is not specified, which is a cause for concern
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Word count (500)	452

Application Form Question 10.	Please state how far your service offer is scalable. Please indicate below what percentage of your requested amount would still be feasible in terms of service delivery. Please tick all that apply
75%	<input type="checkbox"/>
50%	<input type="checkbox"/>
Other	<input checked="" type="checkbox"/> 88 %
Comments on value for money of revised offers	This represents the core costs of the organisation.

Application Form Question 11.	User profile – this table is copied directly from the application form	
PROTECTED CHARACTERISTIC	PLEASE TICK	FURTHER DETAIL
Age	x	55 plus
Disability	x	People with mild to moderate physical disabilities and/or dementia
Gender		
Gender reassignment		
Marriage & civil partnership		
Pregnancy & maternity		
Race		
Religion & belief		
Sexual orientation		

Application Form Question 11b	If your proposed programme will be aimed exclusively at one specific community please explain the reasons for this. NB – this could be a community of interest or a geographical area not listed above.
Comments	No Response
Word count (300)	0

Application Form Question 12	Please set out how your proposed programme will engage those who do not traditionally access services. This engage should relate to both the protected characteristics but also other groups.
Score	2
Comments	The application focuses again on existing activities partnerships and continues to reference bringing the basic social development for any organisation

	<p>they do reference a hope to resume the successful 1-2-1 home visits of the past but are not clear on the detail of how they will make this successful.</p> <p>The application does not recognise the need to reach out to people with other protected characteristics such as race, gender (engaging isolated men is a particular issue of importance), gender reassignment and sexual orientation which are likely to be factors that contribute to isolation in older age.</p> <p>The application makes hopeful statements of engagement with hard to reach communities such as working with partners on social prescribing, referrals from other organisations and NCDP, but again shows lack of ambition in stating what assets they can bring to the borough as a leader in accessing and engaging hard to reach groups and individuals.</p> <p>There is too much reliance on partners bringing clients to them.</p>
Word count (300)	157

Section 3 - Track record, finance and governance

Application Form Question 13	<p>Collaboration and delivery: your track record of working in partnership and delivering quality services.</p> <p>Please use this section to outline the partnerships you have developed over the last three years. Please detail who you have worked with and what you have achieved.</p> <p>Please also details the three service achievements during this period of which you are most proud.</p>
Score	3
Comments	<p>There are a wide variety of partners listed but the application does not demonstrate how the organisation enhance the partnership as a whole in most cases</p> <p>When working with a professional organisation such as Trinity Laban there is clear evidence that these partnerships are effective and providing excellent value in the community and delivering something out of the ordinary (i.e. opera at Deptford Green School)</p> <p>Undoubtedly some of these partnerships bring value to residents, however without these professional partnerships these activities would be unlikely to continue as the applicants are not the driver in the relationship.</p> <p>The 3 achievements of pride are positive examples focused on the individual benefits achieved by users of the service.</p>
Word count (500)	470

Application Form Question 14	<p>Resources: your track record of attracting resources both financial and human.</p> <p>Please complete the below tables detailing your track record of the following over the past three years:</p> <ul style="list-style-type: none"> funding applications both successful and unsuccessful
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- other fundraising activities
- volunteer engagement

Please add extra rows as required.

Please use the space below the tables to provide further details as required (200 words max).

Total number of funding applications in last 3 years	Level of funding requested	Outcome/level of funding received
12	£43,474	£6009 £16,280 still pending outcome

Number of fundraising activities undertaken in last 3 years	Level of funding achieved
4	£2555

Number of volunteer engagement activity undertaken in last 3 years	Approximate number of volunteer hours delivered
6	2584

Score	2
Comments	<p>There is some activity regarding applications for funding but most are local, or to mainstream givers, very few are successful.</p> <p>There are some larger applications still awaiting a decision. The fundraising activity is extremely limited and sporadic, essentially 1 per year at best.</p> <p>They are stronger on volunteering and volunteering hours. Much of the activity engaging in the activities with attendees is delivered in this way.</p> <p>There is a minimal number of volunteer hours put into office admin – which could be having an impact on funding application bids and outcomes.</p> <p>The organisation is heavily reliant on LBL grant funding.</p>

Application Form Question 15	<p>Overall financial health: Please complete the below table and answer the following questions.</p> <p>What is your reserve policy and current reserves status as a percentage of your turnover?</p> <p>We would expect organisation who are more than three years old to have a minimum of 10% of their annual turnover in reserve.</p> <p>If you are seeking funding and do not meet this threshold please provide a detailed account of why and what you intend to do to bring your reserves to an adequate level.</p> <p>Regardless of your reserve position please explain how your organisation is financially viable.</p>
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The below table is copied directly from the organisation's application form

Year	Income	Expenditure	Surplus/deficit
2015/16	58,425	41,073	17,352
2016/17	36,674	41,434	-4760
2017/18	37,336	35,504	1,832
2018/19 (anticipated)	37,383	30,750	6,633

Score	2
Comments	<p>The organisations reserves policy is to keep money available to wind down.</p> <p>They have run at a deficit in 1 of the 3 years. They have a very small surplus but there is no indication that there is a reserve above 10%.</p> <p>The over reliance on the LB Lewisham grant is again a major concern.</p>
Word count (250)	57

Application Form Question 16	Shared values: Please use this section to demonstrate your commitment to these (London Living Wage, equalities, being Dementia Friendly, ending Modern Slavery and sustainability) and plans to develop these commitments.
Score	3
Comments	<p>The application details their general commitment to equalities, living wage and mentions their activities are dementia friendly</p> <p>There is no reference to tackling modern slavery or sustainability.</p>
Word count (250)	157

Application Form Question 23	Board Statement: Please include a statement from your Board regarding its overall approach to managing the organisation. This should include the details of the most recent skills audit and how the key posts on the Board are recruited to.
Score	2
Comments	<ul style="list-style-type: none"> • The Board has 6 people and the key posts are recruited • However the statement only gives a broad overview of the general aptitudes of the members, with no evidence of skills audit and is lacking in detail on what benefit they bring to the organisation • The statement focuses on the general experience and personalities of the board members • There is no mention of how the board recruit board members • There is no evidence of a vision from the board • Although the answer to Q 22 states the board members have been in post 1 year, these are all long standing board representatives, many of whom have been on the board since the organisations inception - as stated in the statement. • Q 21 states a description of the people involved in the organisation, not how many

Word count (250)	203
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Has the organisation met all other requirements of the application?		
	Yes	No
Does the organisation have a Board of at least 5 with all major posts filled	Yes	
Is the organisation currently compliant with filing requirements?	Yes	
Does the organisation have a reasonable awareness of opportunities and threats?	No	
Does the organisation have all the requested documents available?	Yes	
Has the organisation attached their accounts for 2017/18 – or most recent set of management accounts if formed after 2017?	Yes	
Relevant quality assurance systems in place		No (said N/A)
Comments	The main concern in this section is a lack of details on any of the weaknesses, threats or risk. They do recognise their main threat is financial but show lack of understanding of how they can work positively to achieve that financial stability.	

Overall comments/Recommendation
<p>Score 21</p> <p>A mixed application as the organisation has evidenced some positive delivery and a strong track record in attract volunteers.</p> <p>However, it is clear that in the past 3 years of main grants funding, and in the years preceding, despite a clear understanding from the organisation that things are changing across the borough and that the organisation needs to change with it there is still a huge over reliance on LB Lewisham funding.</p> <p>Particular emphasis has been placed on the urgent need for the organisation to diversify their funding streams and fundraising and they have been unable to make any real improvement in that area. They recognise the need but have detail on how they will spread their financial risk</p> <p>This application suggests the organisation is only prepared to continue the status quo, with a few minor adaptations, which are unlikely to secure them alternative funding in order to remain sustainable in the long term and improve their offer in any way</p> <p>Although the group work well in partnership, they are very reliant as an organisation from their partners particularly to provide free or low cost venue hire, or to provide professional services for groups such as the singing befrienders as detailed in the application</p> <p>Many of the Partner organisations may also be undergoing challenging times and may need to adjust their offer. Potentially leading to the end of many of the sessions and activities provided by the applicant – there is no contingency plan should current partnerships dissolve due to circumstances beyond their control such as reduction in their main grant funding.</p> <p>Overall, while officers appreciate capacity is a major issue behind the inability secure financial sustainability and diversity of the organisation, the applicant does not demonstrate how they will break the deadlock and do things differently than in previous years, in order to achieve success.</p> <p>Not recommended for funding.</p>

Dear James,

Re: Main Grants- draft recommendation and notice of proposed change to funding

I write following the letter and notification of the assessment sheet informing us we had been unsuccessful in our grant application. I appreciate that difficult decisions have had to be made and that there will always be unsuccessful applications, but feel that not all aspects of our application have been marked appropriately, and within the limited word count it was difficult to fully articulate our position. Our keys areas of concern are as follows:

- 1) Q7 was difficult to articulate within the 400-word count and have been criticised for not providing specific date of quantifiable evidence of need. It is difficult to obtain specific data on those at need. However, we do know that a number of individuals that we serve, without our service, would fall into social care without the provision of a regular hot meal and social interaction. If any one of these individuals we can name, fell into needing social care, it would cost the social service budget far more than our grant application.
- 2) Q9 I feel we sold ourselves short on this point. It is our vision to deliver a community-based asset, run and delivered through volunteer base, many of whom are drawn from within the Grove Centre Church. It is this support which enables the centre to run the lunch service and enables a range of others to make use of our services and assets, including SLAM mental health support group, Ageing Well, A.A., counselling services, parenting services, NCT classes, and a variety of health, education and social groups for a range of ages, as reflected in our Annual Report. We do not feel this has been reflected in the evaluation or comments.
- 3) Q14 I believe this has been marked harshly. The evidence that we have reduced our request for support (application-on-application) is evidence of diversification and a broader approach to raising funds. We are making great use of our assets for a range of local needs, and continue to offer free/reduced rates to other key services, by driving commercial activities which subsidise our core vision. We do not believe this is reflected in the evaluation.
- 4) Q15 Again I feel this has been harshly marked. At each grant monitoring visit, the Centre's governance has been recognised as very strong, with clear policies and processes to ensure appropriate mechanisms, allowing both the Grove Centre and the Grove Centre Church to drive forward the vision of the Church to make its buildings a place for people. The Trustees of the Church are closely linked to the Centre, receive monthly feedback on the services, and would ultimately be responsible for any issues which the Centre cannot manage.
- 5) Q23 Again we feel this has been harshly marked. The Church and Management Committee are closely aligned and would ultimately be responsible for stepping into the Grove Centre place should any difficulties arise. As a result, the Church Trustees receive monthly feedback and question the activities and governance of the Centre. This has been evidenced at LBL grant monitoring visits each year for the last 40 years.

We hope that these comments will be considered in the final assessment to enable us to continue our movement towards self-sustainability. The Centre and Church are also in the middle of a large-scale capital fund-raising project, to assist in widening the availability of our building as a community asset. The loss of funding and lunch service will make it harder to demonstrate our work within our community, and hence diminish the chances of providing an improved community asset in the southern corner of Lewisham. We feel that, for the sake of one final grant round, this could be an opportunity potentially lost.

Yours sincerely

Ian Warren (on behalf of the Grove Centre Management Committee)

Main Grants Programme 2019 - 2022 Assessment Sheet

Section 1 – Core Information

Name of applicant
The Grove Centre

Is the applicant eligible to apply for a main grant	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
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Reasons for ineligibility or any further comments
N/A

Is the application for Core or Project funding	Core <input checked="" type="checkbox"/>	Project <input type="checkbox"/>
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Which main grant theme is being applied for	
	Strong and cohesive communities
x	Communities that care
	Access to advice
	Widening access to sports
	Widening access to sports

Annual amount requested
£13,482 p.a. <i>(this represents a reduction before inflation of 22.5% over the previous grant as we continue our pathway towards being self-sustaining)</i>

Application Form Question 25.	Details of any funding from Lewisham Council within the last 3 years?
Only Main Grant Funding	

Section 2 - Deliverables

Application Form Question 7	<p>Tell us the issue you are seeking to address.</p> <p>Please ensure you are clear why this issue is Lewisham specific and why you feel the need is not met by the existing assets in the community whether they be people, services (both commissioned and non-commissioned) or available funding.</p>
Score	2
Comments	<ul style="list-style-type: none"> • The organisation do fit within the Communities That Care theme and give some reference to the criteria within this. • The application is strong on explaining its place in the community and its offer to older people. • They also reference in part, but in no detail, other services and how they fit within the need. • However, is the no specific data or quantifiable evidence on need - at a ward level, Lewisham level, or beyond. • With exception of referencing to immediate partners there is no reference to wider Lewisham assets serving this area of need, nor how they link and sit within this complementing the whole.
Word count (400)	402 – OVER LIMIT

Application Form Question 8	<p>Tell us the assets you will be seeking to engage and mobilise to assist you.</p> <p>These assets could include individuals, groups, buildings or any or specific strengths that already exist within your community including the lived experiences of those within it.</p> <p>Tell us the other organisations working in this area and how you will avoid duplication and add value.</p>
Score	2
Comments	<ul style="list-style-type: none"> • The applications gives detail of the assets it has immediately at is fingertips including its people, building the church etc. but only limited detail about the volunteers and users • It refers briefly to immediate partners • This section of the application makes little reference to wider assets and partnership options, outside of the Church – from whom it gets support • It does not make reference to feeding into the local and wider Lewisham networks that are crucial to success and growth such as the NCDP
Word count (400)	394

Application Form Question 9	<p>Please tell us what you will seek to achieve over the next three years both with and without the funding you are applying for.</p> <p>Please include details of how many extra people you would expect to work with, the outputs you will deliver and the outcomes you will seek to achieve.</p> <p>Please tell us how your service differs from those that are already delivered or commissioned by the council.</p>
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	<p>You should state the level of funding that you would anticipate attracting during this period both with and without Lewisham's core support.</p> <p>As you are applying for Core Funding this section should set out your ambitions as an organisation and what Lewisham's funding will help you achieve rather than simply what 'we are paying for.'</p> <p>NB – this details in this section will form the basis of the monitoring of your organisation although the exact details will be agreement with once the grant has been awarded.</p>
Without core funding from Lewisham:	
Comments	<ul style="list-style-type: none"> • The Organisation works hard to ensure they are working toward self-sustainability. • The major factor of not receiving MG funding from LBL will have a damaging effect on the Lunch Service - which is their primary offer under the CTC Theme. • They suggest the lunch service will need to be stopped and staff put on noticed or experience reduction in hours • They would also need to re-evaluate their collaborative work with Key partner ageing well (who are also nearly fully reliant on an LBL grant) • They would also have to rethink their policy of free or subsidise rental for charitable or not for profit organisations that use their centre
Word count (500)	473
With core funding from Lewisham:	
Score	2
Comments	<ul style="list-style-type: none"> • The outlook from the application forms suggests that Core Funding will allow the organisation to continue their current activities and service offer. • They refer to how they will go their charitable activities (as mentioned on their applications form under Safer Stronger Theme) but under the Theme they are applying for (CTC) they are not demonstrating any added value • However it should be noted that they are asking for a smaller grant than previously in receipt of, to reflect their move towards a more self-sufficient future - so in effect they are offering around a 22% added value programme • There is little innovation, smart objectives for improvement, or reference how they will work to attract other grant funding
Word count (500)	499

Application Form Question 10.	Please state how far your service offer is scalable. Please indicate below what percentage of your requested amount would still be feasible in terms of service delivery. Please tick all that apply
75%	<input type="checkbox"/>
50%	<input type="checkbox"/>
Other	<input checked="" type="checkbox"/> 66%
Comments on value for money of revised offers	<p>The organisation have already reduced their application by in excess of 22% of their previous grant before inflation as they continue our movement towards self-sustainability</p> <p>A reduction down to a further 66% will result in significant scaling back of the lunch service to fewer days and result in redundancies and reduction in volunteering hours</p> <p>Any reduction larger than 66% will result in the loss of the lunch service and have a knock on effect to partner organisations such as Ageing Well</p>

Application Form Question 11.	User profile – this table is copied directly from the application form	
PROTECTED CHARACTERISTIC	PLEASE TICK	FURTHER DETAIL
Age	√	facilities and activities are open to everyone, though we have ticked those protected areas that are currently supported in particular by our current services and groups.
Disability	√	
Gender	√	
Gender reassignment		
Marriage & civil partnership	√	
Pregnancy & maternity	√	
Race		
Religion & belief	√	
Sexual orientation		

Application Form Question 11b	<p>If your proposed programme will be aimed exclusively at one specific community please explain the reasons for this.</p> <p>NB – this could be a community of interest or a geographical area not listed above.</p>
Comments	N/A
Word count (300)	N/A

Application Form Question 12	<p>Please set out how your proposed programme will engage those who do not traditionally access services.</p> <p>This engage should relate to both the protected characteristics but also other groups.</p>
Score	1
Comments	<ul style="list-style-type: none"> The application demonstrates only a vague plan to continue promoting their services to their current users They are extremely limited in scope and do not reference any specific groups of

	<p>hard to reach people who may be marginalised due to protected characteristics</p> <ul style="list-style-type: none"> • Gives little thought to how these can be improved and other engagement activities that make reap rewards and have not given any examples of plans to enhance their engagement plans • The organisation suggest they will continue to carry on much as before, despite a drop in numbers and an acknowledgement that the needs of the community are growing • There is no evidence of a successful track record in successfully engaging with hard to reach groups of people and or individuals – the care facilities they mention are a positive step forward, but again very limited to their doorstep • There is no suggestion of establishing stronger partnerships with other organisations to develop referrals, or working closer with the local authority and NHS or primary care services to develop social prescribing opportunities and other referral links to their service in this section – these are primary sources to engage the hard to reach
Word count (300)	223

Section 3 - Track record, finance and governance

Application Form Question 13	<p>Collaboration and delivery: your track record of working in partnership and delivering quality services.</p> <p>Please use this section to outline the partnerships you have developed over the last three years. Please detail who you have worked with and what you have achieved.</p> <p>Please also details the three service achievements during this period of which you are most proud.</p>
Score	2
Comments	<ul style="list-style-type: none"> • The application lists a number of partner organisations – some historic – and these partnerships are broad • They also provide information on activities they provide space for free as part of their charitable aims and objectives. • However with the exception of a few, most of the partners listed hire space in the centre, they do not make clear that these partnerships are embedded and 2 way. • Of their achievements it is clear that they have been involved in partnerships that have grown and evolved such as setting up VSL, developing a programme with SLAM and supporting the Lewisham Credit Union – however these achievements are historic • We would have like to have seen some more specific achievements around the lunch club, their users and their team - which is their primary deliver under the CTC theme
Word count (500)	483

Application Form Question 14	<p>Resources: your track record of attracting resources both financial and human.</p> <p>Please complete the below tables detailing your track record of the following over the past three years:</p> <ul style="list-style-type: none"> • funding applications both successful and unsuccessful • other fundraising activities • volunteer engagement <p>Please add extra rows as required.</p> <p>Please use the space below the tables to provide further details as required (200 words max).</p>
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Total number of funding applications in last 3 years	Level of funding requested	Outcome/level of funding received
0	0	0

Number of fundraising activities undertaken in last 3 years	Level of funding achieved
2016	Voluntary giving towards work of the church and £58,255

	centre	
2017	Voluntary giving towards work of the church and centre	£60,047
2017	Social Events / quiz nights etc	£ 1,244
2017	Legacies and gifts towards building project	£14,415
2018	Voluntary giving towards work of the church and centre	£62,319
2018	Table sales / Quiz night etc for building project	£ 4,165
	Total	£200415

Number of volunteer engagement activity undertaken in last 3 years		Approximate number of volunteer hours delivered
2016	Opening/ closing facilities Help in kitchen, serving meals Help with cleaning Maintenance and Gardening Management committee time	1,366 hrs
2017	Opening/ closing facilities Help in kitchen, serving meals Help with cleaning Maintenance and Gardening Management committee time	1,342 hrs
2018	Opening/ closing facilities Help in kitchen, serving meals Help with cleaning Maintenance and Gardening Management committee time	1.474 hrs

Score	2
Comments	<p>The Centre is underpinned by the Grove Centre Church who support the centre work through its members and voluntary giving</p> <p>This has scored low as they have not been able to demonstrate on the form that they are raising any other grant funding, thus being too heavily reliant on LBL grant for the Lunch Service.</p> <p>However the church do provide an exceptional amount of support in both volunteering and charitable giving.</p>

Application Form Question 15	<p>Overall financial health: Please complete the below table and answer the following questions.</p> <p>What is your reserve policy and current reserves status as a percentage of your turnover?</p> <p>We would expect organisation who are more than three years old to have a minimum of 10% of their annual turnover in reserve.</p> <p>If you are seeking funding and do not meet this threshold please provide a detailed account of why and what you intend to do to bring your reserves to an adequate level.</p>
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Regardless of your reserve position please explain how your organisation is financially viable.

The below table is copied directly from the organisation's application form

Year	Income	Expenditure	Surplus/deficit
2015/16	£98,268	£99,527	(£ 1,259)
2016/17	£97,544	£99,857	(£ 2,313)
2017/18	£89,472	£86,276	£ 3,196
2018/19 (anticipated)	£89,714	£ 91,043	(£1,329)

Score	2
Comments	<p>The Grove Centre have a clear reserves policy The centre remains viable through its mix of revenue streams from one off and regular lettings, revenue from the lunch service, lease payments from the long-term use of one of its building by a nursery, and through the giving's to the Church for its work from its members and one-off legacies. They are running on a small deficit in 3 of the 4 years as detailed above This is c1% of income</p>
Word count (250)	202

Application Form Question 16	Shared values: Please use this section to demonstrate your commitment to these (London Living Wage, equalities, being Dementia Friendly, ending Modern Slavery and sustainability) and plans to develop these commitments.
Score	3
Comments	The Grove Centre shows a clear commitment to the above but in many cases have not been able to reach targets or have policies in place
Word count (250)	246

Application Form Question 23	Board Statement: Please include a statement from your Board regarding its overall approach to managing the organisation. This should include the details of the most recent skills audit and how the key posts on the Board are recruited to.
Score	2
Comments	<ul style="list-style-type: none"> • The board for the Grove Centre Church are in place with exception of the secretary role. • The management committee of the Grove Centre directly deals with the centre and the Lunch Service • The statement refers to skills audits and appears to have the appropriate level of skill required for an organisation of this size • The statement indicates the appointment process but not how trustees are recruited from the wider community or user group • Although the application cites the aims of the Church and Centre are aligned - It is unclear how involved the Church Board are with the day to day operations of the centre and vice versa
Word count (250)	245

Has the organisation met all other requirements of the application?		
	Yes	No
Does the organisation have a Board of at least 5 with all major posts filled		No
Is the organisation currently compliant with filing requirements?	Yes	
Does the organisation have a reasonable awareness of opportunities and threats?	Yes	
Does the organisation have all the requested documents available?	Yes	
Has the organisation attached their accounts for 2017/18 – or most recent set of management accounts if formed after 2017?	Yes	
Relevant quality assurance systems in place	N/A	
Comments	The organisation details their risks well and understands some of their opportunities but these could go much further. They are seeking to appoint a secretary in the near future.	

Overall comments/Recommendation
<p>SCORE – 18</p> <p>A mixed application which clearly demonstrates the use of the services provided but demonstrates significant organisational weaknesses.</p> <p>The application does not demonstrate that the organisation have tried any other ways to secure the ongoing funding of this service, either through sourcing other grant income, or working with Fair Share to reduce the costs of food and work to help reduce food waste as other lunch services have done.</p> <p>Officers have long signalled to all Main Grant funded groups of the need to change their delivery models to ensure they are not wholly funded by the council but unfortunately the organisation has not demonstrated that their primary offer under CTC theme is sustainable without full cost responsibility sitting with LBL.</p> <p>It is not clear that anything is likely to change with the service with on-going funding.</p> <p>It is clear that the Grove Centre are achieving its overall goal of supporting and encouraging charitable social action, through sustaining a “place for people” where all are welcomed – however this is not directly linked to the theme under which they are applying.</p> <p>However, due to overall pressures on the budget and the desire to support a range of organisations who are providing significant added value it return for their grant funding this application is not recommended for funding.</p>



Noah's Ark Children's Venture
Macaroni Wood, Eastleach
Cirencester, Glos, GL7 3NF
Tel: 01367 850356
www.macaroniwood.org.uk

Business Lead: Mark Smyth
Registered Charity Number: 1061676

14th March 2019

Appeal against the draft recommendation and notice of proposed change to funding

Noah's Ark Children's Venture (NACV) has offered a unique woodland, residential experience in Gloucestershire for young people from the London Borough of Lewisham with complex needs for over 40 years. The trustees of Macaroni Wood would like to appeal the decision to cut this core grant and our extraordinary bond. Such a cut (from £36,000 to £0) will endanger the services that we will be able to offer in the future.

We have been supported by core funding from the London Borough of Lewisham since 1982. We have worked with over 200 Lewisham organisations. Over more than 40 years, 37,000 people from Lewisham have used our facilities. We have offered children and young people from Lewisham access to 18 acres of woodland and residential services that can house up to 51 people. We offer a large range of facilities that include BMX track, sports hall, classroom, community kitchens and animals from pigs to chickens. This relationship helps you to address directly health inequalities in the Borough and deliver your public health obligations¹.

Over 30,000 people in Lewisham are estimated to have undiagnosed and therefore untreated high blood pressure. Almost 40,000 people a year experience depression, anxiety, panic attacks and phobias². We fully understand the difficult fiscal position the council faces, but we would ask if we can work with you and community user groups to find a solution.

We offer value for money: 31.5% of our guests are Lewisham residents, but the Lewisham Grant represents only 20% of our income. We raise funds to enable us to continue to subsidise Lewisham groups (£100 per night per group of up to 31, i.e. this equates to £3.22 per night per person). Tirelessly we find ways to make ends meet; as with our example of working with Young Lewisham Project.

Noah's Ark Children's Venture supports the Borough's efforts to address mental health inequalities³. 9% of children in Lewisham experienced mental illness in 2015. By becoming more efficient we support the aim "to increase and optimise the use of community assets for mental health and wellbeing initiatives". We help to build resilience, protect and improve mental health and wellbeing.

Without any support from Lewisham, the trustees fear that a step increase to charges for many of the potential 200 Lewisham groups will be too great for many to endure. If you cannot support the main grant, we propose the transition should be gradual to allow for all groups, including NACV, to prepare for life without Main Grant Funding. We recommend, Year One £20,000, Year Two £15,000, Year Three, £7,500.

The charity was named because of a meeting held at the Noah's Ark public house on Evelyn Street over 40 years ago. We would urge you not to sever those long-lasting ties.

Yours sincerely

Mark Smyth
Business Lead

¹ <https://www.nice.org.uk/guidance/ng44>

² Lewisham CCG

³ Lewisham Public Mental Health and Wellbeing Strategy, 2017

Main Grants Programme 2019 - 2022 Assessment Sheet

Section 1 – Core Information

Name of applicant
Noah's Ark Children's Venture

Is the applicant eligible to apply for a main grant	Yes <input checked="" type="checkbox"/> Y	No <input type="checkbox"/>
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Reasons for ineligibility or any further comments

Is the application for Core or Project funding	Core <input checked="" type="checkbox"/> X	Project <input type="checkbox"/>
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Which main grant theme is being applied for	
x	Strong and cohesive communities
x	Communities that care
	Access to advice
	Widening access to sports
	Widening access to sports

Annual amount requested
£36,000

Application Form Question 25.	Details of any funding from Lewisham Council within the last 3 years?
	Main Grants 2015-2018

Section 2 - Deliverables

Application Form Question 7	<p>Tell us the issue you are seeking to address.</p> <p>Please ensure you are clear why this issue is Lewisham specific and why you feel the need is not met by the existing assets in the community whether they be people, services (both commissioned and non-commissioned) or available funding.</p>
Score	2
Comments	<p>Noah's Ark Children's Venture is unique, offering a residential centre for people within the borough in a rural setting in Gloucestershire.</p> <p>The organisation has worked with over 200 Lewisham organisations and estimates that over the years 37,000 from the borough have used their facilities.</p> <p>The application focusses on the work that the organisation has done over the years and what it has achieved but does not attempt to outline the need that it is addressing.</p>
Word count (400)	400

Application Form Question 8	<p>Tell us the assets you will be seeking to engage and mobilise to assist you.</p> <p>These assets could include individuals, groups, buildings or any or specific strengths that already exist within your community including the lived experiences of those within it.</p> <p>Tell us the other organisations working in this area and how you will avoid duplication and add value.</p>
Score	3
Comments	<p>Noah's Ark Children's Venture is unique, no duplication issues.</p> <p>Assets include 18 acres of woodland and residential services that can house up to 51 people.</p> <p>There is a large range of facilities that include fun based activities such as swimming, BMX track and table tennis etc. The site also includes classrooms and community kitchens.</p> <p>The application also highlights the skills within the organisations board and staff skills</p>
Word count (400)	400

Application Form Question 9	<p>Please tell us what you will seek to achieve over the next three years both with and without the funding you are applying for.</p> <p>Please include details of how many extra people you would expect to work with, the outputs you will deliver and the outcomes you will seek to achieve.</p> <p>Please tell us how your service differs from those that are already delivered or</p>
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	<p>commissioned by the council.</p> <p>You should state the level of funding that you would anticipate attracting during this period both with and without Lewisham's core support.</p> <p>As you are applying for Core Funding this section should set out your ambitions as an organisation and what Lewisham's funding will help you achieve rather than simply what 'we are paying for.'</p> <p>NB – this details in this section will form the basis of the monitoring of your organisation although the exact details will be agreement with once the grant has been awarded.</p>
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Without core funding from Lewisham:

Comments	<p>31.5% of the guests are Lewisham, however, the Lewisham Grant represents 20% of the organisations income.</p> <p>Without the Lewisham core funding Lewisham representation would potentially decrease from 31.5% as they will have to increase the charges to Lewisham groups.</p>
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Word count (500)	459
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With core funding from Lewisham:

Score	2
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Comments	<p>NACV will continue to provide subsidised accommodation for Lewisham groups and a minibus service that makes it more possible for groups to travel. These groups include</p> <ul style="list-style-type: none"> • Families with disabled children and young carers benefiting from respite breaks • Adults with complex social needs <p>Although these are valuable services they do not provide a strong match with the funding criteria.</p>
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Word count (500)	499
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Application Form Question 10.	Please state how far your service offer is scalable. Please indicate below what percentage of your requested amount would still be feasible in terms of service delivery. Please tick all that apply
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75%	<input checked="" type="checkbox"/>
50%	<input type="checkbox"/>
Other	<input type="checkbox"/>

Comments on value for money of revised offers	75% of amount is needed to employ the Centre Manager Full Time.
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Application Form Question 11.	User profile – this table is copied directly from the application form	
PROTECTED CHARACTERISTIC	PLEASE TICK	FURTHER DETAIL
Age	/	
Disability	/	
Gender	/	
Gender reassignment	/	
Marriage & civil partnership	/	
Pregnancy & maternity	/	
Race	/	
Religion & belief	/	
Sexual orientation	/	

Application Form Question 12	<p>Please set out how your proposed programme will engage those who do not traditionally access services.</p> <p>This engage should relate to both the protected characteristics but also other groups.</p>
Score	3
Comments	<p>Good evidence of collaboration provided throughout the application. The organisation works closely with a range of organisations that visit the centre.</p> <p>The organisation states that it will evaluate user data to identify any further gaps.</p>
Word count (300)	298

Section 3 - Track record, finance and governance

Application Form Question 13	<p>Collaboration and delivery: your track record of working in partnership and delivering quality services.</p> <p>Please use this section to outline the partnerships you have developed over the last three years. Please detail who you have worked with and what you have achieved.</p> <p>Please also details the three service achievements during this period of which you are most proud.</p>
Score	4
Comments	<p>An comprehensive account of provided by the organisation including an excellent example of collaboration with the Young Lewisham Project involving maintaining / servicing of bicycles, tricycles, BMX's and Go-karts, in exchange for accommodation. This highlights the way that organisations can work together in times of austerity.</p>
Word count (500)	500

Application Form Question 14	<p>Resources: your track record of attracting resources both financial and human.</p> <p>Please complete the below tables detailing your track record of the following over the past three years:</p> <ul style="list-style-type: none"> • funding applications both successful and unsuccessful • other fundraising activities • volunteer engagement <p>Please add extra rows as required.</p> <p>Please use the space below the tables to provide further details as required (200 words max).</p>
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Total number of funding applications in last 3 years	Level of funding requested	Outcome/level of funding received
28	£190,250	£175,250

Number of fundraising activities undertaken in last 3 years	Level of funding achieved
11	£284,129

Number of volunteer engagement activity undertaken in last 3 years	Approximate number of volunteer hours delivered
2	300

Score	4
Comments	The organisation has submitted a large number of funding bids and has seen some good success both thorough the application process and via other fundraising activities.

Application Form Question 15	<p>Overall financial health: Please complete the below table and answer the following questions.</p> <p>What is your reserve policy and current reserves status as a percentage of your turnover?</p> <p>We would expect organisation who are more than three years old to have a minimum of 10% of their annual turnover in reserve.</p> <p>If you are seeking funding and do not meet this threshold please provide a detailed account of why and what you intend to do to bring your reserves to an adequate level.</p> <p>Regardless of your reserve position please explain how your organisation is financially viable.</p>
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The below table is copied directly from the organisation's application form

Year	Income	Expenditure	Surplus/deficit
2015/16	£190,333	£195,089	(£4,756)
2016/17	£263,213	£196,089	£67,005
2017/18	£196,583	£198,858	(£2,275)
2018/19 (anticipated)	£183,000	£173,000	£10,000

Score	5
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Comments	<p>The organisation has a very strong approach to financial stability with a number of contingency funds covering issues such as building, renovation, minibus, management change as well as revenue. Total contingency funding is £160,000</p> <p>The organisation also has a policy that general funds will have at least £10,000.</p>
Word count (250)	240

Application Form Question 16	Shared values: Please use this section to demonstrate your commitment to these (London Living Wage, equalities, being Dementia Friendly, ending Modern Slavery and sustainability) and plans to develop these commitments.
Score	3
Comments	Organisation is committed to all of the above has a very comprehensive Environment and Sustainability Policy.
Word count (250)	248

Application Form Question 23	Board Statement: Please include a statement from your Board regarding its overall approach to managing the organisation. This should include the details of the most recent skills audit and how the key posts on the Board are recruited to.
Score	3
Comments	<p>8 Board Members.</p> <p>Comprehensive skills audit in 2016 with identified skills gaps addressed.</p> <p>Board has identified that it needs to be better represented with BAME and female trustees, however the organisation do not state how they plan to achieve this.</p>
Word count (250)	246

Has the organisation met all other requirements of the application?		
	Yes	No
Does the organisation have a Board of at least 5 with all major posts filled	/	
Is the organisation currently compliant with filing requirements?	/	
Does the organisation have a reasonable awareness of opportunities and threats?	/	
Does the organisation have all the requested documents available?	/	
Has the organisation attached their accounts for 2017/18 – or most recent set of management accounts if formed after 2017?	/	
Relevant quality assurance systems in place	/	
Comments	No issues	

Overall comments/Recommendation

Score 29

This is a strong application from an organisation with a proven track record of delivering valuable activities to Lewisham residents. However, there is a concern that services provided do not respond clearly enough to the Main Grants themes. Officers have considered a range of applications that provide a stronger response and given the continued pressures on the Council's budget and the subsequent reduction of the grants budget, priority needs to be given to those applications.

The application indicates a very strong approach to contingency planning and diverse funding streams and so in the view of officers the organisation will be able to transition away from any dependence on Main Grant funding. The application indicates that subsidies to Lewisham organisations will come to an end without the grant but also states that a gradual step increase to charges will be put in place

It is recommended that Noah's Ark Children's Venture does not receive Main Grants funding.

LCTS Management Board: LBL main grant application core assessment response and clarification

This appeal statement reports on areas that were not acknowledged in the decision making process or required further clarification.

LCTS strongly believe that we provide a unique service to 128 member groups and individuals that is not available elsewhere. As well as the membership, our assets include a fleet of 7 vehicles owned or managed by LCTS; all are available 365 days a year, in addition to our brilliant bank of dedicated volunteer passenger assistants and drivers not only provide practical duties, but use their work-life experience to support and enable passengers to access the community with more confidence. This cultivates an environment of trust and consistency that has created a stable and growing member and passenger core. Group transport in its many shades offers a social environment where people can share and benefit for each other's experiences.

We have a wide range of members which reflects Lewisham's culturally diverse community. Although our transport service is especially beneficial to vulnerable older adults and our diverse membership is an asset which helps us to provide services to faith groups; ethnic minority/marginalized groups (our members include representatives from the BAME, LGBT & refugee and migrant communities); individuals facing isolation due to disability and mental health; those with a limited income who would potentially be categorised as falling into the underprivileged socio-economic groups. In order to address the challenges and barriers facing these groups, LCTS have ensured that our charges are affordable, whilst sufficient to offset the costs of running such a unique service, allowing us to avoid excluding the disadvantaged.

In relation to partnerships, we have already developed links with other vehicle owning organisations in order to maximise the availability of minibus transport in Lewisham. We plan to expand this with our existing links through our widely accessed training that we offer to schools and other minibus owning organisations. Our wider community assets or partnerships have been previously mentioned, and we are proactively engaging with new organisations and individuals to extend our services based on identified need. For example, through direct contact with our service users, we have been able to create a shopping bus service that meet a clearly identified passenger need.

Upon reflection, we realise that we have given the Council the impression that we could not function with 75% of the funding requested in the application. In fact our financial projection indicates that to enable us to develop the service to its potential LCTS would need core funding assistance from LBL in the short-term to ensure we meet the growing demands of providing a more environmentally-friendly, passenger-led transport service. We would still be able to provide and develop the services, while pursuing a path of sustainability on considerably less funding than the amount indicated in the application, thanks to the dedication and good will of volunteers and staff. Our main grant application omitted a 2017 application for funding from NCDP and one of the applications in 2018 was £10,000 not £1,000.

As attendance of the Community Safeguarding Adults Conference in November demonstrates, safeguarding is consistently considered throughout the service that LCTS provide, whether it be in relation to our service delivery, individual service users or organisations that use our transport. LCTS have a clear equality and diversity policy, and are actively working on a policy around our duties and awareness of modern day slavery, and ensuring that those who may be victims or at risk can be linked with appropriate services.

One of the areas of concern raised in our initial application was LCTS board members. Currently LCTS actually have 4 members with longer engagement than indicated in the application and have identified a fifth member to join the committee in place of a recently deceased long standing colleague. Current members were appointed because of their skill and knowledge that would enhance and benefit the operational functions of the service. A formal skills audit is currently taking place. However, previous, current and new members have been selected using the following factors identified by the Charity Commissions Governance Code 2017 covering all seven principles: leadership; integrity; decision making, risk and control; board effectiveness; diversity; openness and accountability; all underpinning organisational purpose. These principles underline the role and function of LCTS members. Potential new members are identified, then co-opted where appropriate and ratified by the AGM.

We are already working with CCG and other services to identify people who need transport services to help develop more independence following health issues. It is envisaged that this could be developed to compliment health services to help improve the lives of people recovering from long term health and previously acute conditions.

This statement is submitted along a the request to address our appeal to Mayor and Cabinet on the 27th March 2019.

Submitted by Matt Gummer on behalf of the LCTS Management Board. Wednesday, 20 March 2019; 5:03 PM

Main Grants Programme 2019 - 2022 Assessment Sheet

Section 1 – Core Information

Name of applicant
Lewisham Community Transport Scheme

Is the applicant eligible to apply for a main grant	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
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Reasons for ineligibility or any further comments

Is the application for Core or Project funding	Core <input checked="" type="checkbox"/>	Project <input type="checkbox"/>
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Which main grant theme is being applied for	
	Strong and cohesive communities
X	Communities that care
	Access to advice
	Widening access to sports
	Widening access to sports

Annual amount requested
£75,000

Application Form Question 25.	Details of any funding from Lewisham Council within the last 3 years?
Main Grant	

Section 2 - Deliverables

Application Form Question 7	<p>Tell us the issue you are seeking to address.</p> <p>Please ensure you are clear why this issue is Lewisham specific and why you feel the need is not met by the existing assets in the community whether they be people, services (both commissioned and non-commissioned) or available funding.</p>
Score	4
Comments	<p>The applicant is seeking to address isolation through a practical solution which enables older people to undertake their own shopping trips. The application clearly identifies through service user focus groups that existing services in Lewisham are seen by elderly people as unreliable and that this, in turn, reduces their confidence in embarking on shopping trips.</p> <p>The application offers reliability as a key route to giving people the confidence to leave their homes on shopping trips with the knowledge that they will be able to get back – reducing isolation and enabling them to remain active in their communities.</p>
Word count (400)	400

Application Form Question 8	<p>Tell us the assets you will be seeking to engage and mobilise to assist you.</p> <p>These assets could include individuals, groups, buildings or any or specific strengths that already exist within your community including the lived experiences of those within it.</p> <p>Tell us the other organisations working in this area and how you will avoid duplication and add value.</p>
Score	2
Comments	<p>The applicant describes accessible vehicles operated by a workforce of local and loyal volunteers. LCTS also generates income through its vehicles by operating them in other boroughs.</p> <p>It is difficult to extrapolate information from the application about how the service will avoid duplication but added value is explained through a fleet management approach which is used by external organisations and which enables LCTS to use external transport to extend its own service.</p> <p>However, the majority of the assets highlighted are essentially internal to the organisation and there is little exploration of wider community assets or partnerships that could be built on to promote the service offer or the sustainability of the organisation.</p>
Word count (400)	400

Application Form Question 9	<p>Please tell us what you will seek to achieve over the next three years both with and without the funding you are applying for.</p> <p>Please include details of how many extra people you would expect to work with, the outputs you will deliver and the outcomes you will seek to achieve.</p>
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<p>Please tell us how your service differs from those that are already delivered or commissioned by the council.</p> <p>You should state the level of funding that you would anticipate attracting during this period both with and without Lewisham's core support.</p> <p>As you are applying for Core Funding this section should set out your ambitions as an organisation and what Lewisham's funding will help you achieve rather than simply what 'we are paying for.'</p> <p>NB – this details in this section will form the basis of the monitoring of your organisation although the exact details will be agreement with once the grant has been awarded.</p>	
Without core funding from Lewisham:	
Comments	The applicant describes a clear fundraising plan in the event of not attracting Lewisham Main Grants funding. They also intend to participate in wider activities to promote group transport on environmental grounds. The applicant takes a positive approach to the prospect of not receiving Lewisham Council funding.
Word count (500)	269
With core funding from Lewisham:	
Score	3
Comments	The extension of services that would be achieved with success in applying for a Main Grant is clearly definable from the application and enables the organisation to branch into relationships with the local business community and the refugee/migrant community.
Word count (500)	286

Application Form Question 10.	Please state how far your service offer is scalable. Please indicate below what percentage of your requested amount would still be feasible in terms of service delivery. Please tick all that apply
75%	<input checked="" type="checkbox"/>
50%	<input type="checkbox"/>
Other	<input type="checkbox"/>
Comments on value for money of revised offers	Although the organisation takes a positive approach to the prospect of not receiving a Main Grant at all, it is less positive about a scaled down grant, suggesting that a 75% award would result in many of the grant award activities not being possible at all.

Application Form Question 11.	User profile – this table is copied directly from the application form		
PROTECTED CHARACTERISTIC	PLEASE TICK	FURTHER DETAIL	
Age	✓	The LCTS transport service is open to all regardless of their particular protected characteristic. Our membership group represent the wide variety of the cultural and social diversity in Lewisham.	
Disability	✓		
Gender	✓		
Gender reassignment	✓		
Marriage & civil partnership	✓		
Pregnancy & maternity	✓		
Race	✓		
Religion & belief	✓		
Sexual orientation	✓		

Application Form Question 11b	If your proposed programme will be aimed exclusively at one specific community please explain the reasons for this. NB – this could be a community of interest or a geographical area not listed above.
Comments	N/A
Word count (300)	N/A

Application Form Question 12	Please set out how your proposed programme will engage those who do not traditionally access services. This engage should relate to both the protected characteristics but also other groups.
Score	2
Comments	This answer describes some ways in which the service offer will be expanded e.g. with a

	<p>focus on the refugee and migrant community, together with some description of services for other parts of the community such as supporting those with long term sickness who are looking to return to work and older residents.</p> <p>However, there is very limited identification of those who do not traditionally engage with services and what the barriers might be for specific groups. Not a comprehensive response.</p>
Word count (300)	273

Section 3 - Track record, finance and governance

Application Form Question 13	<p>Collaboration and delivery: your track record of working in partnership and delivering quality services.</p> <p>Please use this section to outline the partnerships you have developed over the last three years. Please detail who you have worked with and what you have achieved.</p> <p>Please also details the three service achievements during this period of which you are most proud.</p>
Score	3
Comments	<p>This answer unfortunately references the Access Lewisham partnership with Voluntary Services Lewisham which has recently broken down.</p> <p>A number of the other partnerships appear to be new or nascent but are with a positive range of organisations and there are clearly a few that are relatively long standing.</p> <p>The achievements listed are positive.</p>
Word count (500)	496

Application Form Question 14	<p>Resources: your track record of attracting resources both financial and human.</p> <p>Please complete the below tables detailing your track record of the following over the past three years:</p> <ul style="list-style-type: none"> • funding applications both successful and unsuccessful • other fundraising activities • volunteer engagement <p>Please add extra rows as required.</p> <p>Please use the space below the tables to provide further details as required (200 words max).</p>
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Total number of funding applications in last 3 years	Level of funding requested	Outcome/level of funding received
2	£47,000	0

Number of fundraising activities undertaken in last 3 years	Level of funding achieved
1	£900

Number of volunteer engagement activity undertaken in last 3 years	Approximate number of volunteer hours delivered
Driver and Passenger Assistant five days per week	60-80 hours per week

Score	2
Comments	<p>There appear to have been no funding bids at all made in 2016 and 2017 which is very disappointing.</p>

	<p>Unsuccessful prior applications attributed to high number of competing applications but there have only been two recent applications, one of which was very small.</p> <p>Consistent approach to volunteer involvement which delivers positive results. Some creativity in fundraising activities.</p>
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Application Form Question 15	<p>Overall financial health: Please complete the below table and answer the following questions.</p> <p>What is your reserve policy and current reserves status as a percentage of your turnover?</p> <p>We would expect organisation who are more than three years old to have a minimum of 10% of their annual turnover in reserve.</p> <p>If you are seeking funding and do not meet this threshold please provide a detailed account of why and what you intend to do to bring your reserves to an adequate level.</p> <p>Regardless of your reserve position please explain how your organisation is financially viable.</p>
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The below table is copied directly from the organisation's application form

Year	Income	Expenditure	Surplus/deficit
2015/16	£162,832	£160,619	+£2,213
2016/17	£150,931	£149,004	+£1,927
2017/18	£143,154	£141,262	+£1,892
2018/19 (anticipated)	£150,199	£150,089	-£110

Score	2
Comments	<p>LCTS reserve policy is to have 3 months running costs in reserve. However, the organisation's 2017/18 accounts state that current assets stood at £12,234 which does not meet this policy. Further concern is raised about the financial viability of the organisation owing to a significant level of overdraft, which, at the end of the financial year was £8,879, especially given that grants payments are made in advance.</p> <p>No explanation provided as to how the organisation is financially viable, with "ambitious fundraising plan" referenced as organisational approach to becoming more financially independent from Lewisham.</p>
Word count (250)	195

Application Form Question 16	<p>Shared values: Please use this section to demonstrate your commitment to these (London Living Wage, equalities, being Dementia Friendly, ending Modern Slavery and sustainability) and plans to develop these commitments.</p>
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Score	3
Comments	Response acknowledges all the above issues and how organisation responds to them – in some cases more strongly than others, e.g. understanding of responsibility in relation to modern slavery is incomplete.
Word count (250)	145

Application Form Question 23	Board Statement: Please include a statement from your Board regarding its overall approach to managing the organisation. This should include the details of the most recent skills audit and how the key posts on the Board are recruited to.
Score	2
Comments	<p>Brief description provided of approach of Board to managing organisation from a strategic planning perspective. Backgrounds of Board are described but there is no mention of a formal or regular skills audit.</p> <p>Overall the governance of LCTS is a cause for concern. There are currently only 3 board members and two of them were appointed on 1 March 2018. It is unclear what the composition of the board was before this point or the process by which these individuals were recruited</p>
Word count (250)	122

Has the organisation met all other requirements of the application?		
	Yes	No
Does the organisation have a Board of at least 5 with all major posts filled		X
Is the organisation currently compliant with filing requirements?	X	
Does the organisation have a reasonable awareness of opportunities and threats?	X	
Does the organisation have all the requested documents available?	X	
Has the organisation attached their accounts for 2017/18 – or most recent set of management accounts if formed after 2017?	X	
Relevant quality assurance systems in place	X	
Comments	Threats relate to funding and legislation rather than wider policy or threats that would affect service users.	

Overall comments/Recommendation
<p>Score = 24</p> <p>This is a mixed application with a clear service offer delivering a specific output i.e. transport services.</p> <p>However, the application is internally inconsistent with a positive fundraising vision articulated without any Lewisham funding but a lack of such confidence if in receipt of reduced funding.</p> <p>There are also significant concerns regarding the overall governance structure for the organisation as well as its financial health.</p>

Given that the level of funding requested is unrealistic in the context of an overall budget reduction the fear is that ongoing funding will simply allow the organisation to continue as is with likely financial difficulties in the near future.

As such, given the need to make significant cuts in the overall grants budget, funding is not recommended for LCTS with the expectation that they will need to seek a formal partnership with another organisation in order to provide the governance and infrastructure support required to deliver their fundraising vision.

Submission Regarding Main Grants Programme (2019-2022) Recommendations, March 2019.

Thank you very much for your letter informing us of the draft recommendation relating to our recent application to the Main Grants Programme. We are delighted that London Borough of Lewisham has decided to continue to fund our work to support the families of disabled children in the Borough.

We are writing to make representations about the decision made to recommend a grant amount of £49,100 (75%) against an application for £65,382. We believe that the conclusions drawn in the assessment process have not fully considered the value for money represented by the full amount requested in the application. Specifically the assessment states:

“Question 9: With core funding, the organisation states that it would provide advice for 125 families, provide workshops reaching 60 carers, provide four coffee mornings and eight outreach activities per year reaching 670 unique partner carers. The organisation also refers to its quarterly steering group and its quarterly newsletter, which is distributed to 850 families.... There is a question of Value for money in the application given that the £65,382 will only fund a total of 1 FTE post but overall the outputs and outcomes are good.”

The assessment acknowledges the strength of the outputs and outcomes, and we are fully confident that this can be delivered with the staff posts specified. The assessment commentary quoted above did not make reference to the full range of proposed outputs which additionally specified four family events, 16 outreach information and advice sessions, and 240 telephone advice sessions.

All of these outputs and outcomes are achieved not only with staff time, but also a range of other supports, the costs of which appear to have been not fully considered in the assessment's conclusion that the value for money represented by the application is questionable. In order to deliver the outcomes described, we carefully considered all of the costs we will incur to support this work. This included provision for a part time manager post, rental of office space in the Borough of Lewisham, facilities and room hire for parent workshops, travel, refreshments, professional fees for external speakers where appropriate, and printing and mailing costs for our newsletters. The application also included the provision of family events which significantly reduce the isolation of families with disabled children, and these involve transport costs and entrance fees to appropriate leisure activities for multiple family groups. Further, we also incur training costs for staff to ensure the advice and support given to families is accurate and up to date. As we are a national charity, we are able to provide high quality centrally-produced resources for families and staff, and our costs do include a central element which includes monitoring and evaluation of the outputs and outcomes, as well as the production of detailed guides and factsheets.

We believe that these costs are implicit in the application (i.e. not new information) but have perhaps been overlooked or not given sufficient consideration in evaluating the value represented by this grant application.

We would therefore respectfully request that the Local Authority reconsider the amount recommended for this Main Grant application.

Yours sincerely,



Stephanie Armstrong
Trusts and Statutory Officer
stephanie.armstrong@contact.org.uk | 020 7608 8778

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Main Grants Programme 2019 - 2022 Assessment Sheet

Section 1 – Core Information

Name of applicant	
Lewisham Pensioners Forum	

Is the applicant eligible to apply for a main grant	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
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Reasons for ineligibility or any further comments

Is the application for Core or Project funding	Core <input checked="" type="checkbox"/>	Project <input type="checkbox"/>
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Which main grant theme is being applied for	
x	Strong and cohesive communities
	Communities that care
	Access to advice
	Widening access to sports
	Widening access to sports

Annual amount requested
££68,235 core

Application Form Question 25.	Details of any funding from Lewisham Council within the last 3 years?
<input checked="" type="checkbox"/> Local Assembly Funding	Rushey Green – 2015-2016 – start-up of Ukulele Classes Lewisham Central – November 2018 –Digital Drop-in
<input checked="" type="checkbox"/> Small and Faith Fund	Friendship Quilt Project – October 2018 including two print runs of 5000 flyers
<input checked="" type="checkbox"/> Mayor’s Discretionary Fund	Regular support for Pensioners Day through direct hire of the venue and provision of guest lunch

Section 2 - Deliverables

Application Form Question 7	<p>Tell us the issue you are seeking to address.</p> <p>Please ensure you are clear why this issue is Lewisham specific and why you feel the need is not met by the existing assets in the community whether they be people, services (both commissioned and non-commissioned) or available funding.</p>
Score	3
Comments	<p>The application references:</p> <ul style="list-style-type: none"> • The theme criteria but lacks detail within it • The need for the specific issues to be addressed • There is some reference to other local provision and has referenced why they do not fulfil the need
Word count (400)	385

Application Form Question 8	<p>Tell us the assets you will be seeking to engage and mobilise to assist you.</p> <p>These assets could include individuals, groups, buildings or any or specific strengths that already exist within your community including the lived experiences of those within it.</p> <p>Tell us the other organisations working in this area and how you will avoid duplication and add value.</p>
Score	4
Comments	<ul style="list-style-type: none"> • The application demonstrates a strong awareness of their own internal assets and their position within the sector both locally and across London • The application shows how they link with and assist other organisations such as the save Lewisham Hospital campaign lending weight to local campaigns • They note where they may be possible duplications of offer but demonstrate how they avoid duplication and how the organisation differs enough to provide a particular emphasis • Their application also takes note of where the issue is significant enough in the borough for there to be more than one organisation delivering to fulfil that need
Word count (400)	406

Application Form Question 9	<p>Please tell us what you will seek to achieve over the next three years both with and without the funding you are applying for.</p> <p>Please include details of how many extra people you would expect to work with, the outputs you will deliver and the outcomes you will seek to achieve.</p> <p>Please tell us how your service differs from those that are already delivered or commissioned by the council.</p> <p>You should state the level of funding that you would anticipate attracting during this period both with and without Lewisham's core support.</p>
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<p>As you are applying for Core Funding this section should set out your ambitions as an organisation and what Lewisham's funding will help you achieve rather than simply what 'we are paying for.'</p> <p>NB – this details in this section will form the basis of the monitoring of your organisation although the exact details will be agreement with once the grant has been awarded.</p>	
Without core funding from Lewisham:	
Comments	<ul style="list-style-type: none"> • The fundamental risk to the organisation is the loss of key personnel and an office infrastructure and ability to attract other funding • They would reduce their current information based activities, including their open meetings and public events, • they would need to scale back the newsletter to meeting alerts only • they would need to reduce their outreach programme at the Riverdale Centre • they would seek to find new management for their 'activity sessions'
Word count (500)	471
With core funding from Lewisham:	
Score	3
Comments	<ul style="list-style-type: none"> • The application talks in detail about work being delivered through the current Main Grant, which would continue if the application is approved. • The application does include an envisioned development for their current programme under communities that care • This part of the application fulfils only some of the theme criteria and are quite internalised in their outlook rather than fulfilling the wider engagement as detailed in the theme criteria • The approach described is very member and user focused -
Word count (500)	610 – OVER THE LIMIT

Application Form Question 10.	Please state how far your service offer is scalable. Please indicate below what percentage of your requested amount would still be feasible in terms of service delivery. Please tick all that apply
75% <input type="checkbox"/>	
50% <input type="checkbox"/>	15% possible a 25% reduction if another grant come through
Other <input checked="" type="checkbox"/>	
Comments on value for money of revised offers	<ul style="list-style-type: none"> • The application states that • 15% reduction would impact the development of the work and organisation as detailed in 9B • A 25% reduction could be possible if another grant come through but there would be some loss of service delivery • To maintain the current level of work they cannot manage on less than 75% of the bid

Application Form Question 11.	User profile – this table is copied directly from the application form
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PROTECTED CHARACTERISTIC	PLEASE TICK	FURTHER DETAIL
Age	x	
Disability	x	Incidental to Age
Gender		
Gender reassignment		
Marriage & civil partnership		
Pregnancy & maternity	x	Cafe Pop-in (C2) to be breast-feeding friendly and planned outreach to teenage mothers
Race	x	Have held regular Black History Month events
Religion & belief		
Sexual orientation		

Application Form Question 11b	If your proposed programme will be aimed exclusively at one specific community please explain the reasons for this. NB – this could be a community of interest or a geographical area not listed above.
Comments	<ul style="list-style-type: none"> • The application demonstrates that although their name implies Pensioners they are broader, and acknowledge the knock non effect their work has on families and therefore people of all ages. They offer support to people aged 55 and over • The application details some intergenerational activities • There is information on how other protected characteristics are supported - but this is through working with the older generation as per their constitution • They state that they feel they have diverse membership and will investigate further to ensure outreach as needed
Word count (300)	292

Application Form Question 12	Please set out how your proposed programme will engage those who do not traditionally access services. This engage should relate to both the protected characteristics but also other groups.
Score	3
Comments	<ul style="list-style-type: none"> • This application has some focus on engaging people with online services and demonstrates a track record of this • The organisation recognises the need to improve the engagement with older people in different ways, but still maintain the need for traditional face to face outreach and printed materials
Word count (300)	323 – OVER WORD LIMIT

Section 3 - Track record, finance and governance

Application Form Question 13	<p>Collaboration and delivery: your track record of working in partnership and delivering quality services.</p> <p>Please use this section to outline the partnerships you have developed over the last three years. Please detail who you have worked with and what you have achieved.</p> <p>Please also details the three service achievements during this period of which you are most proud.</p>
Score	3
Comments	<ul style="list-style-type: none"> • Although the application details a significant number of partners. Many of these partnerships are one offs, or speakers, general assistance and occasion delivery on behalf of the organisation - rather than fully integrated partnerships, creating, developing and maintaining ongoing projects together • There is shared vision with most 'partners' • This application demonstrates a willingness to collaborate
Word count (500)	542 – Over word limit

Application Form Question 14	<p>Resources: your track record of attracting resources both financial and human.</p> <p>Please complete the below tables detailing your track record of the following over the past three years:</p> <ul style="list-style-type: none"> • funding applications both successful and unsuccessful • other fundraising activities • volunteer engagement <p>Please add extra rows as required.</p> <p>Please use the space below the tables to provide further details as required (200 words max).</p>
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Total number of funding applications in last 3 years	Level of funding requested	Outcome/level of funding received
18	£54.157	£21395 £15000 over 3 years pending answer

Number of fundraising activities undertaken in last 3 years	Level of funding achieved
11	£8027

Number of volunteer engagement activity undertaken in last 3 years	Approximate number of volunteer hours delivered
14	2628

Score	2
Comments	<ul style="list-style-type: none"> • The organisation demonstrates excellent engagement with volunteers • There is little evidence of work to engage with other funders and put in funding applications but there is a focus on main stream givers, local organisations and LBL

	<ul style="list-style-type: none"> For the size of the organisations there should be more grant applications for larger amounts and wider range The organisation has not managed to diversify funding streams and is still heavily reliant on Lewisham and ad hoc grants for particular sessions.
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Application Form Question 15	<p>Overall financial health: Please complete the below table and answer the following questions.</p> <p>What is your reserve policy and current reserves status as a percentage of your turnover?</p> <p>We would expect organisation who are more than three years old to have a minimum of 10% of their annual turnover in reserve.</p> <p>If you are seeking funding and do not meet this threshold please provide a detailed account of why and what you intend to do to bring your reserves to an adequate level.</p> <p>Regardless of your reserve position please explain how your organisation is financially viable.</p>
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The below table is copied directly from the organisation's application form

Year	Income	Expenditure	Surplus/deficit
2015/16	£65,681	£60,970	£4711
2016/17	£45,911	£50,572	(£4661)
2017/18	£50,767	£58,927	(£8160)
2018/19 (anticipated)	£44,000	£50,000	(£6000)

Score	2
Comments	<ul style="list-style-type: none"> The organisation state that the funding cut from LBL has pushed them into deficit for the last 3 years and before, however there has been little success in diversifying their income. They have not stated that they have been applying for large scale funding opportunities to offset the LBL cut in the lead up or after, to fill the gap. Funding successes tend to be small scale <p>Reserve Policy</p> <ul style="list-style-type: none"> The Trustees maintain sufficient reserves to cover the costs of winding up the charity, including staff redundancy and outstanding contractual arrangements. Reserves at the end of March 2018 - £55,112
Word count (250)	280 – OVER THE LIMIT

Application Form Question 16	Shared values: Please use this section to demonstrate your commitment to these (London Living Wage, equalities, being Dementia Friendly, ending Modern Slavery and sustainability) and plans to develop these commitments.
Score	4
Comments	<p style="text-align: center;">Page 106</p> <p>The application demonstrates a clear approach and policy on all the issues stated above</p>

Word count (250)	267 – OVER THE LIMIT

Application Form Question 23	Board Statement: Please include a statement from your Board regarding its overall approach to managing the organisation. This should include the details of the most recent skills audit and how the key posts on the Board are recruited to.
Score	4
Comments	The board has 10 members and the key positions are filled The board is very committed and the application states that there is expertise on the board in specialist areas The application details a good recruitment policy for trustees and allocate appropriate people to appropriate roles on the board Training opportunities are taken up when needed
Word count (250)	254 – OVER THE LIMIT

Has the organisation met all other requirements of the application?		
	Yes	No
Does the organisation have a Board of at least 5 with all major posts filled	Yes	
Is the organisation currently compliant with filing requirements?	Yes	
Does the organisation have a reasonable awareness of opportunities and threats?		
Does the organisation have all the requested documents available?		Blank
Has the organisation attached their accounts for 2017/18 – or most recent set of management accounts if formed after 2017?	Yes	
Relevant quality assurance systems in place		No but aware
Comments	Started Picasso but were unable to complete due to capacity The organisation has included a risk assessment so is aware of upcoming risks to the and has identified opportunities as mentioned in other parts of the application	

Overall comments/Recommendation
<p>SCORE 28</p> <p>The application scores well in some sections but has particular weaknesses, most notably around fundraising and financial stability, which will need to be addressed going forward. However, the application has identified a need and demonstrates an approach to delivering services that meet this need. Overall the activity which are considered to be most positive are the coordination and campaigning elements with the direct service delivery possibly being better delivered by others.</p> <p>In determining the final amount for recommendation officers have considered the quality of a range of applications providing services designed to identify and address barriers to engagement of communities that do not traditionally access services or have a disproportionate representation within particular services.</p> <p>Officers are mindful of the level of funding that has been requested and the range of scaling that the applicants have indicated in terms of their service offer but it has not been possible to distribute funds at the requested level to each organisation due to the number of quality applications in this theme.</p> <p>Therefore officers are recommending a 'flat rate' of £35,000 per annum for services of this nature to ensure a consistent approach to funding. The intention is that these organisations will play a coordination and support role, working within a network of organisations, each giving a lead in relation to their specific expertise and forming part of the overall voluntary and community sector infrastructure offer.</p>

As such it is recommended that the Pensioners Forum is awarded funding of £35,000 per annum to take a lead within the network in relation to issues facing older people.
The range of services and areas of focus are to be agreed ahead of the start of the grant on 1 August 2019.

Main Grants Programme 2019 - 2022 Assessment Sheet

Section 1 – Core Information

Name of applicant
Lewisham Pensioners Forum – Project Application Assessment

Is the applicant eligible to apply for a main grant	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
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Reasons for ineligibility or any further comments

Is the application for Core or Project funding	Core <input type="checkbox"/>	Project <input checked="" type="checkbox"/>
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Which main grant theme is being applied for	
x	Strong and cohesive communities
	Communities that care
	Access to advice
	Widening access to sports
	Widening access to sports

Annual amount requested
£17,750+£1250 start-up plus unknown rent costs - project c£22,000 (£68,235 core – separate form)

Application Form Question 25.	Details of any funding from Lewisham Council within the last 3 years?
<input checked="" type="checkbox"/>	Local Assembly Funding
<input checked="" type="checkbox"/>	Small and Faith Fund
<input checked="" type="checkbox"/>	Mayor's Discretionary Fund
	Rushey Green – 2015-2016 – start-up of Ukulele Classes Lewisham Central – November 2018 – Digital Drop-in
	Friendship Quilt Project – October 2018 including two print runs of 5000 flyers
	Regular support for Pensioners Day through direct hire of the venue and provision of guest lunch

Section 2 - Deliverables

Application Form Question 7	<p>Tell us the issue you are seeking to address.</p> <p>Please ensure you are clear why this issue is Lewisham specific and why you feel the need is not met by the existing assets in the community whether they be people, services (both commissioned and non-commissioned) or available funding.</p>
Score	2
Comments	<ul style="list-style-type: none"> • The issue addressed in the application form is well articulated and the project is clearly a good idea in principle • However there is nothing more than anecdotal evidence of need and success in their application. There is no data, survey information to suggest that this will be a success. • The café the organisation are hoping to replicate has not been running for several years and it is possible that those who once used it have found other places to go they enjoy being at – there is no evidence to suggest it will be well used in the application form • However the facts that these hub are effective in the North and South of the borough are compelling • The need for face to face support is important for older people, although this is not evidenced in the application. • The application references partnership work with other organisations to be involved but this project would only be viable if every older persons group are welcome to be a part of it and it is unclear if this is part of the plan. • The application references the loss of Age UK and CAB to Catford and this is a valid argument for the project <p>With regard to evidence of need this application goes no further than suggesting that they think it would be a good idea and it worked historically several years ago. The score for this question is around evidence of need and this is not demonstrated in this part of their application.</p>
Word count (400)	397

Application Form Question 8	<p>Tell us the assets you will be seeking to engage and mobilise to assist you.</p> <p>These assets could include individuals, groups, buildings or any or specific strengths that already exist within your community including the lived experiences of those within it.</p> <p>Tell us the other organisations working in this area and how you will avoid duplication and add value.</p>
Score	2
Comments	<ul style="list-style-type: none"> • This application does not meet the requirements of the question in this section. • It makes some reference to some of the resources and assets that can be mobilised but vastly underestimates the assets that could be mobilised to make this a success • In order to ensure that the project was a success it would be crucial that it is cross organisation to ensure maximum usage. • This section of the application does not give any detail of the potential meanwhile use opportunities or give any details about conversations with Team Catford. • There is a concern that the project is reliant on meanwhile use that could be very short term and could lead to disappointment if the café is bought back, only to be

	<p>taken away again after a short while.</p> <ul style="list-style-type: none"> • These risks should be referenced in the asset section of the form as the empty units considered to make the project viable are reliant on the regeneration plans and possibly higher renters pursuing the units. • There is no reference to how the vulnerable people who are to be recruited as staff will be trained and developed – there are obvious partners but these are not referenced which suggests that this possibility has not been considered • Recently in central Catford, cafes have gone out of business. These relationships with local businesses would need to be very carefully nurtured • It is unclear if the management committee, staff and volunteers have any experience of effectively managing a business, health and safety, HR, team development, stock management, food safety, marketing and so on
Word count (400)	168

Application Form Question 9b & 17b	For Project Funding Only
Are the proposed outputs and outcomes reasonable and do they offer value for money:	
Score	2
Comments	<ul style="list-style-type: none"> • The application does lay out well the plans, achievements and output and references some partners, added value and details the gap in the market • The application does not however give any data substantiating the need • The application makes no mention of sourcing other funds as a way to make it sustainable, which is a major issue when coming to something like this, as taking it away is almost worse than not having it at all. • It is good that the application talks about sugar smart but there is a concern that the food offer is so limited as they are covering the lunch period. • It is also unclear if these greatly subsidised prices would be available for all demographics, as this could put pressure on other local businesses if everyone no matter what age can get a drink and toast for far cheaper than other local cafes who pay full business rates etc. • There is no mention in the application of the availability of toilets facilities and disability facilities. • The outcomes are fairly vague and it is not clear how they directly refer to the theme of Strong Cohesive Communities • The Outputs are very vague and limited in actual measurement. • The application references employing staff with learning and physical disabilities but these are not referenced in the outcomes or outputs, how these people will be recruited and retained, and what the positive outputs and outcomes will be for people joining the team. • There are no clear outputs to measure increased footfall to other businesses or how they will engage with other businesses to improve the vibe. there is no output to measure the amount of volunteering hours or other organisation engaged • There are no outputs detailing how the project will be developed to be sustainable • The application states that Age is the primary characteristic but there is no evidence of how this will be managed, for instance is the age range open to someone over 55 – which is the starting age for members of LPF for subsidised drinks and food, considering many in this group may be in full time employment...the café could be swamped with Lewisham Council staff aged 55 and over – this all needs more thought and more detail
Word Count	

Application Form Question 10.	Please state how far your service offer is scalable. Please indicate below what percentage of your requested amount would still be feasible in terms of service delivery. Please tick all that apply
75% <input type="checkbox"/>	
50% <input type="checkbox"/>	
Other <input checked="" type="checkbox"/> This project is not scalable	
Comments on value for money of revised offers	<ul style="list-style-type: none"> • This project is only achievable if LPF receive the main grant for their core costs • Without the funding from the Council – the prices would need to go up thus reducing the benefit to older people • There is concern that there is no reference to other funding applications to other funders that will be explored in order to help diversification and sustainability of funds – this is putting a great deal of risk at the door to LBL if this is unsuccessful, and to LPF if they have to return the funds for non-delivery

Application Form Question 11.	User profile – this table is copied directly from the application form	
PROTECTED CHARACTERISTIC	PLEASE TICK	FURTHER DETAIL
Age	x	
Disability	x	Incidental to Age
Gender		
Gender reassignment	x	If Opening doors take up the offer of the space
Marriage & civil partnership		
Pregnancy & maternity	x	Cafe Pop-in (C2) to be breast-feeding friendly
Race		
Religion & belief	x	
Sexual orientation	x	

Application Form Question 11b	If your proposed programme will be aimed exclusively at one specific community please explain the reasons for this. NB – this could be a community of interest or a geographical area not listed above.
Comments	
Word count (300)	

Application Form Question 12	<p>Please set out how your proposed programme will engage those who do not traditionally access services.</p> <p>This engage should relate to both the protected characteristics but also other groups.</p>
Score	2
Comments	<ul style="list-style-type: none"> • Aside from the usual channels there is no information of how the organisation will engage with the hard to reach – particularly the isolated who do not engage. • They have just provided a list of people they could work with, not how they will directly engage with the users of these groups • Footfall is important so the location will need to be appropriate to capture that in order to be effective. • There is no mention of the local assemblies of Catford South and Rushey Green, both of whom are active in the community and effectively engage with the age group, there is also no mention of working closely with POSAC, who have an active presence in Catford and have over half of their membership based in Catford.
Word count (300)	323 – OVER WORD LIMIT

Section 3 - Track record, finance and governance

Application Form Question 13	<p>Collaboration and delivery: your track record of working in partnership and delivering quality services.</p> <p>Please use this section to outline the partnerships you have developed over the last three years. Please detail who you have worked with and what you have achieved.</p> <p>Please also details the three service achievements during this period of which you are most proud.</p>
Score	3
Comments	<ul style="list-style-type: none"> • Although the application details a significant number of partners. Many of these partnerships are one offs, or speakers, general assistance and occasion delivery on behalf of the organisation - rather than fully integrated partnerships, creating, developing and maintaining ongoing projects together • There is shared vision with most 'partners' • This application demonstrates a willingness to collaborate
Word count (500)	542 – Over word limit

Application Form Question 14	<p>Resources: your track record of attracting resources both financial and human.</p> <p>Please complete the below tables detailing your track record of the following over the past three years:</p> <ul style="list-style-type: none"> • funding applications both successful and unsuccessful • other fundraising activities • volunteer engagement <p>Please add extra rows as required</p>
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Please use the space below the tables to provide further details as required (200 words max).

Total number of funding applications in last 3 years	Level of funding requested	Outcome/level of funding received
18	£54.157	£21395 £15000 over 3 years pending answer

Number of fundraising activities undertaken in last 3 years	Level of funding achieved
11	£8027

Number of volunteer engagement activity undertaken in last 3 years	Approximate number of volunteer hours delivered
14	2628

Score	2
Comments	<ul style="list-style-type: none"> • The organisation demonstrates excellent engagement with volunteers • There is little evidence of work to engage with other funders and put in funding applications but there is a focus on main stream givers, local organisations and LBL • For the size of the organisations there should be more grant applications for larger amounts and wider range • The organisation has not managed to diversify funding streams and is still heavily reliant on Lewisham and ad hoc grants for particular sessions.

Application Form Question 15

Overall financial health: Please complete the below table and answer the following questions.

What is your reserve policy and current reserves status as a percentage of your turnover?

We would expect organisation who are more than three years old to have a minimum of 10% of their annual turnover in reserve.

If you are seeking funding and do not meet this threshold please provide a detailed account of why and what you intend to do to bring your reserves to an adequate level.

Regardless of your reserve position please explain how your organisation is financially viable.

The below table is copied directly from the organisation's application form

Year	Income	Expenditure	Surplus/deficit
2015/16	£65,681 (£54,086 :LBL Main Grant – 82%)	£60,970	£4711
2016/17	£45,911 (£38,474 LBL Main Grant – 84%)	£50,572	(£4661)

2017/18	£50,767 (£33,896 LBL Main Grant – 67%)	£58,927	(£8160)
2018/19 (anticipated)	£44,000 (£33,896 LBL Main grant - £75%)	£50,000	(£6000)
Score	2		
Comments	<ul style="list-style-type: none"> The organisation state that the funding cut from LBL has pushed them into deficit for the last 3 years and before, however there has been little success in diversifying their income. They have not stated that they have been applying for large scale funding opportunities to offset the LBL cut in the lead up or after, to fill the gap. Funding successes tend to be small scale Reserve Policy The Trustees maintain sufficient reserves to cover the costs of winding up the charity, including staff redundancy and outstanding contractual arrangements. Reserves at the end of March 2018 - £55,112 		
Word count (250)	280 – OVER THE LIMIT		

Application Form Question 16	Shared values: Please use this section to demonstrate your commitment to these (London Living Wage, equalities, being Dementia Friendly, ending Modern Slavery and sustainability) and plans to develop these commitments.
Score	4
Comments	The application demonstrates a clear approach and policy on all the issues stated above
Word count (250)	267 – OVER THE LIMIT

Application Form Question 23	Board Statement: Please include a statement from your Board regarding its overall approach to managing the organisation. This should include the details of the most recent skills audit and how the key posts on the Board are recruited to.
Score	2
Comments	<p>The board has 10 members and the key positions are filled</p> <p>The board is very committed and the application states that there is expertise on the board in specialist areas</p> <p>The application details a good recruitment policy for trustees and allocate appropriate people to appropriate roles on the board</p> <p>Training opportunities are taken up when needed</p>
Word count (250)	254 – OVER THE LIMIT

Has the organisation met all other requirements of the application?		
	Yes	No
Does the organisation have a Board of at least 5 with all major posts filled	Yes	
Is the organisation currently compliant with filing requirements?	Yes	
Does the organisation have a reasonable awareness of opportunities and threats?		
Does the organisation have all the requested documents available?		Blank
Has the organisation attached their accounts for 2017/18 – or most recent set of management accounts if formed after 2017?	Yes	
Relevant quality assurance systems in place		No but aware

Comments	Started Picasso but were unable to complete due to capacity The organisation has included a risk assessment so is aware of upcoming risks to the and has identified opportunities as mentioned in other parts of the application
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Overall comments/Recommendation

Score – 21

- The project is not at a stage at which it could be recommend funding as there are too many unanswered questions. These include:
- Clarity on appropriate partners
- Expertise around managing a business.
- The required budget is not clear as no unit has been identified or agreed.
- The outputs and outcomes are not robust enough and do not reflect the broader range of criteria under the theme.
- Relationship with other businesses and competing in the marketplace
- There is little or no reference of sources of funding other than Lewisham Council

This project is not recommended for funding.

Submission Regarding Main Grants Programme (2019-2022) Recommendations, March 2019.

Thank you very much for your letter informing us of the draft recommendation relating to our recent application to the Main Grants Programme. We are delighted that London Borough of Lewisham has decided to continue to fund our work to support the families of disabled children in the Borough.

We are writing to make representations about the decision made to recommend a grant amount of £49,100 (75%) against an application for £65,382. We believe that the conclusions drawn in the assessment process have not fully considered the value for money represented by the full amount requested in the application. Specifically the assessment states:

“Question 9: With core funding, the organisation states that it would provide advice for 125 families, provide workshops reaching 60 carers, provide four coffee mornings and eight outreach activities per year reaching 670 unique partner carers. The organisation also refers to its quarterly steering group and its quarterly newsletter, which is distributed to 850 families.... There is a question of Value for money in the application given that the £65,382 will only fund a total of 1 FTE post but overall the outputs and outcomes are good.”

The assessment acknowledges the strength of the outputs and outcomes, and we are fully confident that this can be delivered with the staff posts specified. The assessment commentary quoted above did not make reference to the full range of proposed outputs which additionally specified four family events, 16 outreach information and advice sessions, and 240 telephone advice sessions.

All of these outputs and outcomes are achieved not only with staff time, but also a range of other supports, the costs of which appear to have been not fully considered in the assessment's conclusion that the value for money represented by the application is questionable. In order to deliver the outcomes described, we carefully considered all of the costs we will incur to support this work. This included provision for a part time manager post, rental of office space in the Borough of Lewisham, facilities and room hire for parent workshops, travel, refreshments, professional fees for external speakers where appropriate, and printing and mailing costs for our newsletters. The application also included the provision of family events which significantly reduce the isolation of families with disabled children, and these involve transport costs and entrance fees to appropriate leisure activities for multiple family groups. Further, we also incur training costs for staff to ensure the advice and support given to families is accurate and up to date. As we are a national charity, we are able to provide high quality centrally-produced resources for families and staff, and our costs do include a central element which includes monitoring and evaluation of the outputs and outcomes, as well as the production of detailed guides and factsheets.

We believe that these costs are implicit in the application (i.e. not new information) but have perhaps been overlooked or not given sufficient consideration in evaluating the value represented by this grant application.

We would therefore respectfully request that the Local Authority reconsider the amount recommended for this Main Grant application.

Yours sincerely,



Stephanie Armstrong
Trusts and Statutory Officer
stephanie.armstrong@contact.org.uk | 020 7608 8778

Contact is a trading name of Contact a Family. Charity registered in England and Wales 284912 and Scotland SC039169. Company limited by guarantee registered in England and Wales 1633333 VAT Registration GB 749 3846 82



Main Grants Programme 2019 - 2022 Assessment Sheet

Section 1 – Core Information

Name of applicant	
Contact	

Is the applicant eligible to apply for a main grant	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
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Reasons for ineligibility or any further comments

Is the application for Core or Project funding	Core	<input checked="" type="checkbox"/>	Project	<input type="checkbox"/>
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Which main grant theme is being applied for	
	Strong and cohesive communities
X	Communities that care
	Access to advice
	Widening access to sports
	Widening access to sports

Annual amount requested
£65,382

Application Form Question 25.	Details of any funding from Lewisham Council within the last 3 years?
Main Grants	

Section 2 - Deliverables

Application Form Question 7	<p>Tell us the issue you are seeking to address.</p> <p>Please ensure you are clear why this issue is Lewisham specific and why you feel the need is not met by the existing assets in the community whether they be people, services (both commissioned and non-commissioned) or available funding.</p>
Score	4
Comments	<p>A clear articulation of the need they are seeking to address.</p> <p>The organisation offers support to families with disabled children, working closely with a number of other organisations in the borough, none of which offer the level and type of support offered by the applicant. They state that the parents that they work with are provided with support in tackling issues relating to benefits and support that they are entitled to, with most of their new parents being referred by word of mouth. The organisation further works with families who are experiencing social isolation.</p>
Word count (400)	327

Application Form Question 8	<p>Tell us the assets you will be seeking to engage and mobilise to assist you.</p> <p>These assets could include individuals, groups, buildings or any or specific strengths that already exist within your community including the lived experiences of those within it.</p> <p>Tell us the other organisations working in this area and how you will avoid duplication and add value.</p>
Score	4
Comments	<p>The application outlines the various partnerships that Contact is involved with, including statutory and voluntary groups. The organisation runs drop-in sessions at Kaleidoscope and is a member of the Children's and Young People's Forum where they represent their client groups.</p> <p>They state that their service is complementary to other activities and that they fill gaps, suggesting that there is no duplication. They highlight the value of their national helpline and online service, which provides integrated advice service for families with disabled children seeking advice on education, health, social care and child benefits.</p>
Word count (400)	346

Application Form Question 9	<p>Please tell us what you will seek to achieve over the next three years both with and without the funding you are applying for.</p> <p>Please include details of how many extra people you would expect to work with, the outputs you will deliver and the outcomes you will seek to achieve.</p> <p>Please tell us how your service differs from those that are already delivered or commissioned by the council.</p>
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<p>You should state the level of funding that you would anticipate attracting during this period both with and without Lewisham's core support.</p> <p>As you are applying for Core Funding this section should set out your ambitions as an organisation and what Lewisham's funding will help you achieve rather than simply what 'we are paying for.'</p> <p>NB – this details in this section will form the basis of the monitoring of your organisation although the exact details will be agreement with once the grant has been awarded.</p>	
Without core funding from Lewisham:	
Comments	The organisation states that without core funding, and also because their current Big Lottery funding is due to end, they would not be able to guarantee a physical presence in Lewisham. However, their helpline and online advice would remain available.
Word count (500)	412
With core funding from Lewisham:	
Score	3
Comments	<p>With core funding, the organisation states that it would provide advice for 125 families, provide workshops reaching 60 carers, provide four coffee mornings and eight outreach activities per year reaching 670 unique partner carers. The organisation also refers to its quarterly steering group and its quarterly newsletter, which is distributed to 850 families.</p> <p>The applicant identified the outcomes that would be achieved with their continued presence in the borough as a result of Lewisham core funding, including increased family independence and the leveraging of additional funding from other funders.</p> <p>There is a question of Value for money in the application given that the £65,382 will only fund a total of 1 FTE post but overall the outputs and outcomes are good.</p>
Word count (500)	410

Application Form Question 10.	Please state how far your service offer is scalable. Please indicate below what percentage of your requested amount would still be feasible in terms of service delivery. Please tick all that apply
75%	<input checked="" type="checkbox"/>
50%	<input type="checkbox"/>
Other	<input type="checkbox"/>
Comments on value for money of revised offers	The organisation states that it would scale down its delivery to run fewer events and advice sessions and respond to fewer telephone enquiries and deal with fewer referrals. They state that they believe that the lower level of funding might mean that certain family types, particularly those who are harder to reach, might be overlooked. Representation on Strategic Boards would be reduced.

Application Form Question 11.	User profile – this table is copied directly from the application form	
PROTECTED CHARACTERISTIC	PLEASE TICK	FURTHER DETAIL
Age		
Disability	x	Families with disabled children aged 0-25
Gender		
Gender reassignment		
Marriage & civil partnership		
Pregnancy & maternity		
Race		
Religion & belief		
Sexual orientation		

Application Form Question 11b	If your proposed programme will be aimed exclusively at one specific community please explain the reasons for this. NB – this could be a community of interest or a geographical area not listed above.
Comments	The applicant explains that its support is available to all families with disabled children up to the age of 25. Nationally, it has been in existence for 40 years and has been in Lewisham since 1981, with 70% of its participant families being from BME backgrounds.
Word count (300)	110

Application Form Question 12	Please set out how your proposed programme will engage those who do not traditionally access services. This engage should relate to both the protected characteristics but also other groups.
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Score	4
Comments	<p>The application states that much of its engagement with those who do not traditionally access services would be undertaken through Kaleidoscope. They state that most families with disabled children currently access services through Kaleidoscope. They will use their partnership with Kaleidoscope to advertise their services to parents to help them understand the additional support which Contact can offer to parents and carers which is not available through Kaleidoscope or other child-focused support organisations. They further state that they offer a translation service for families whose first language is not English to minimise barriers to the service.</p>
Word count (300)	88

Section 3 - Track record, finance and governance

Application Form Question 13	<p>Collaboration and delivery: your track record of working in partnership and delivering quality services.</p> <p>Please use this section to outline the partnerships you have developed over the last three years. Please detail who you have worked with and what you have achieved.</p> <p>Please also details the three service achievements during this period of which you are most proud.</p>
Score	3
Comments	<p>The application emphasises the organisation’s commitment to joint working with statutory and voluntary groups in the borough to promote their service. They highlight their work with special schools such as Brent Knoll and Greendale. Their work also includes attendance at SEND Board meetings and other engagement events with statutory partners. Their work further includes raising awareness around the needs and issues of young disabled people. They have also undertaken joint work with Lewisham CAB and with DWP to work to support parents encountering changes to their welfare benefits.</p> <p>They have stated that their proudest achievements have been the higher level of outcomes for parents, supporting the Lewisham Parent and Carer Forum and fundraising activity undertaken by parents and families to enable the organisation to run social activities.</p>
Word count (500)	492

Application Form Question 14	<p>Resources: your track record of attracting resources both financial and human.</p> <p>Please complete the below tables detailing your track record of the following over the past three years:</p> <ul style="list-style-type: none"> • funding applications both successful and unsuccessful • other fundraising activities • volunteer engagement <p>Please add extra rows as required.</p> <p>Please use the space below the tables to provide further details as required (200 words max).</p>
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Total number of funding applications in last 3 years	Level of funding requested	Outcome/level of funding received
2	£679,078	£679,078

Number of fundraising activities undertaken in last 3 years	Level of funding achieved
2	£900

Number of volunteer engagement activity undertaken in last 3 years	Approximate number of volunteer hours delivered
1	120

Score	2
Comments	<p>The organisation has stated that it has undertaken limited funding activities because, since 2016, their work in Lewisham has been fully funded. However, they state that, across the national organisation, they have a good track record of fundraising from wide-ranging funders and that they have established a number of relationships with corporate partners.</p> <p>The fundraising activity in Lewisham needs to be increased as a matter of urgency.</p>

Application Form Question 15	<p>Overall financial health: Please complete the below table and answer the following questions.</p> <p>What is your reserve policy and current reserves status as a percentage of your turnover?</p> <p>We would expect organisation who are more than three years old to have a minimum of 10% of their annual turnover in reserve.</p> <p>If you are seeking funding and do not meet this threshold please provide a detailed account of why and what you intend to do to bring your reserves to an adequate level.</p> <p>Regardless of your reserve position please explain how your organisation is financially viable.</p>
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The below table is copied directly from the organisation's application form

Year	Income	Expenditure	Surplus/deficit
2015/16	£5,115,842	£5,532,602	-£416,760
2016/17	£4,661,873	£5,099,148	-£437,275
2017/18	£4,772,751	£5,066,436	-£293,685
2018/19 (anticipated)	£4,413,507	£4,614,694	-£201,187

Score	2
Comments	<p>The figures presented are for the national organisation, with no figures disaggregated for Lewisham alone. The organisation has made significant deficits in the past four years which is of significant concern. Their reserves policy is to have free reserves of between £0.4 and 0.6 million, with current reserves at £673,719, which is 14% of their 2017/18 turnover.</p> <p>This reserve total is currently sufficient but clearly if the organisation continues to operate at annual deficits they will be insolvent within a matter of years – this needs addressing as a matter of urgency.</p>
Word count (250)	96

Application Form Question 16	Shared values: Please use this section to demonstrate your commitment to these (London Living Wage, equalities, being Dementia Friendly, ending Modern Slavery and sustainability) and plans to develop these commitments.
Score	3
Comments	The organisation states its commitment to the London Living Wage for all staff, including cleaning contractors, and its commitment to diversity and inclusion. There is no mention specifically of being Dementia Friendly or points regarding modern slavery or sustainability.
Word count (250)	56

Application Form Question 23	Board Statement: Please include a statement from your Board regarding its overall approach to managing the organisation. This should include the details of the most recent skills audit and how the key posts on the Board are recruited to.
Score	3
Comments	<p>The Board Statement provides a clear outline of the trustees' and senior management team's responsibilities, stating that day to day running is by the senior management team and strategy is by the Board. The statement further outlines the recruitment process for trustees and processes for induction and training.</p> <p>There is no specific mention of a skills audit, although the application does state that it selects trustees for their relevant skills and experience.</p>
Word count (250)	213

Has the organisation met all other requirements of the application?		
	Yes	No
Does the organisation have a Board of at least 5 with all major posts filled	X	
Is the organisation currently compliant with filing requirements?	X	
Does the organisation have a reasonable awareness of opportunities and threats?	X	
Does the organisation have all the requested documents available?	X	
Has the organisation attached their accounts for 2017/18 – or most recent set of management accounts if formed after 2017?	X	
Relevant quality assurance systems in place	X	
Comments	The organisation's helpline is accredited and they name a number of internal performance measurement systems and oversight by a medical advisory panel.	

Overall comments/Recommendation
<p>Score = 28</p> <p>This is a mixed application with a strong description of the needs of service users and the operational delivery of the project.</p>

However, the overall financial health of the organisation and the level of fundraising undertaken locally both give cause for concern.

In general the services provided by Contact are rightly recognised as key support for families of disabled children and the application is recommended for funding.

However, overall budget pressure mean that this is at 75% of the amount requested with an acceptance that this will lead to some service reductions as outlined in the application. It is hoped that the fundraising activities highlighted as necessary above will help to bridge this gap.

Elsewhere in the programme officers have secured funding for the Lewisham Parent and Carers' Forum through other routes so it is hoped that this will offset the lack of strategic representation that may result from this reduced allocation.

Contact is recommended to receive £49,100 per annum but the overall financial health of the organisation should be kept under review as part of the monitoring of this grant.