

The Foundation for Investing in Communities



Business in the Community Ireland and the Community Foundation for Ireland

Sustainability Report 2012

Reporting Period: January – December 2012



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Message from our CEO

Welcome to the fourth Sustainability Report for Business in the Community Ireland and the Community Foundation for Ireland.

We support and inspire companies to adopt responsible, sustainable business practices, and we seek to build strong stakeholder relationships between businesses and their communities, their employees, their contractors & suppliers, and their environment. We apply these principles internally and aim to be as sustainable and responsible an organisation as we can be.



We have a Sustainability Committee with representatives from Business in the Community Ireland and the Community Foundation for Ireland, and they work to help us continuously improve on our sustainability policies, practices and performance.

For our 2012 report, we made a key innovation and applied the Global Reporting Initiative (GRI) framework to our reporting – this report adheres to a **Level C GRI report**. This was a major endeavour for us and the format of the report shows how we were guided by this framework. We analysed what indicators were most material to us and our stakeholders, and this will guide our future reporting framework.

In our operations we aim for excellence, and our people are our key stakeholder. Our statistics with regard to our people during 2012 demonstrate how we are **working towards the Excellence Through People** standard which we aim to achieve during 2013. We put a concerted and sustained effort into ensuring we create a supportive, rewarding and productive place to work based on openness and transparency.

During 2012, we worked with our service users to support them in achieving **positive impacts** with their stakeholders, and in their business practices. Key highlights included:

- finishing the year with 62 members of our network for responsible business
- awarding four new companies the NSAI certified *Business Working Responsibly Mark*
- launching our third *Business Impact Map*, showcasing the 2011 community programmes of 40 network members
- supporting nearly 300 people in our employment programmes through taking up work experience placements, and/or training, education or volunteering
- creating 20 new partnerships under the Schools' Business Partnership Programme, surpassing the target of matching 185 schools with a business during the year
- making over 800 grants through The Community Foundation for Ireland totalling in excess of €2.4 million in support of a range of community groups and charitable organisations

In delivering our services we monitored our environmental impacts. In 2012 our **greenhouse gas emissions were 33,960 kg CO₂e** which is low in consideration of our staff number and activities¹. Of this total, electricity comprised almost 12%, with business travel making up the remainder. When

¹ To put this into context it is equivalent to 14 return flights between Paris and New York. The average Irish person emits approximately 10,000 kg CO₂ per year.

we reviewed the number of journeys made for work related travel, almost half of these were made using public transport – showing how we aim to minimise our impact where possible.

As a small to medium sized organisation (with nearly 56 employees at year end 2012), we encountered **challenges** in tracking and reporting on our sustainable and responsible practices. Our main challenges related to:

- Gathering robust and relevant data on indicators of water, travel and waste. In 2013, we aim to improve our tracking and data capture systems.
- Committing sufficient time and resources to delivering on our objectives was a challenge as the Committee members juggled the demands of their roles
- How best to communicate and engage with our staff in a meaningful way to ensure staff priorities align with our sustainability objectives

We have learnt from these challenges, and remain committed to working towards being a best in class example for other small to medium businesses on managing and reporting on sustainable and responsible business practices.

I hope you enjoy learning about us!

Tina Roche,

Chief Executive

Business in the Community Ireland & the Community Foundation for Ireland

Foundation for Investing in Communities

Headline Facts and Impacts

- **Total income of €6,023,749**
- **Total number of staff 59; 41.2 full time equivalents**
- **62 corporate companies serving 250,000 employees were members of the Business in the Community Ireland network with ten new member companies joining in 2012**
- **4 new companies achieved the Business Working Responsibly Mark, Ireland's only certification for responsible and sustainable business practices**
- **Ready for Work supported 40 people taking up work experience placements through the programme, 28 people started employment and 25 went into training, education or volunteering**
- **EPIC supported placements of 121 people into employment, 55 into training and education, 5 into volunteer positions and 22 into work placement positions**
- **Schools' Business Partnership established 20 new post primary partnerships and surpassed the target of matching 185 targeted schools with a business partner. The first primary school programme, Time to Read was rolled out nationally to support the Government's Literacy and Numeracy strategy.**
- **The Community Foundation for Ireland made over 800 grants totalling in excess of €2.4 million in support of a range of community groups and charitable organisations. The value of the fund at the end of December 2012 was €28.9 million.**

Who we are

Our Structure

Business in the Community Ireland and the Community Foundation for Ireland – located at 32 Lower O'Connell Street, Dublin 1 - are wholly owned subsidiaries of the Foundation for Investing in Communities, itself a registered charity, by virtue of the Foundation for Investing in Communities being the ultimate controlling party of the charity.

The Community Foundation for Ireland Limited is a fellow wholly owned subsidiary of the Foundation for Investing in Communities and is also a registered charity, operating from the same premises. Founded in 2000, the Community Foundation of Ireland seeks to inspire donors and support charities and community groups, and has made over €14 million in grants on behalf of donors.

Business in the Community Ireland Limited is a company limited by guarantee, not having share capital, governed by its Memorandum and Articles of Association dated 6th February 2001. The Company is registered as a charity with the Revenue Commissioners. Founded in 2000, BITCI's vision is quite simple - it is to have all businesses in Ireland responsible and sustainable.

Our Governance

The Board of Directors of Business in the Community Limited meets approximately six times per year and there is a Finance, Audit, Investment and Governance sub-committee which meets in addition. The sub-committee has the absolute discretion and authority to consider any financial and administrative activity and any other activity at the request of the Board. There are no emoluments paid to Directors. A Chief Executive is appointed by the Directors to manage the day to day operations of the charity. To facilitate effective operations, the Chief Executive has delegated authority, within terms of delegation approved by the Directors, for operational matters such as Fund Development and Programme Management.

The Board of the Community Foundation for Ireland meets approximately six times per year and there is a Finance, Audit, Investment and Governance sub-committee which meets in addition. The sub-committee has the absolute discretion and authority to consider any financial and administrative activity and any other activity at the request of the Board. There are no emoluments paid to Directors. A Grants Review Panel also meets at least three times per annum. A professional advisor sub-committee was established during 2008 which meets four times per year.

What we do - our Programmes

As a national organisation, both the Community Foundation for Ireland and Business in the Community in Ireland work across the full twenty-six counties of Ireland.

The Community Foundation for Ireland

The Community Foundation for Ireland, a registered charity, seeks to inspire donors and support charities and community groups. Established in 2000 we have made grants on behalf of donors of over €14 million, mostly in Ireland.

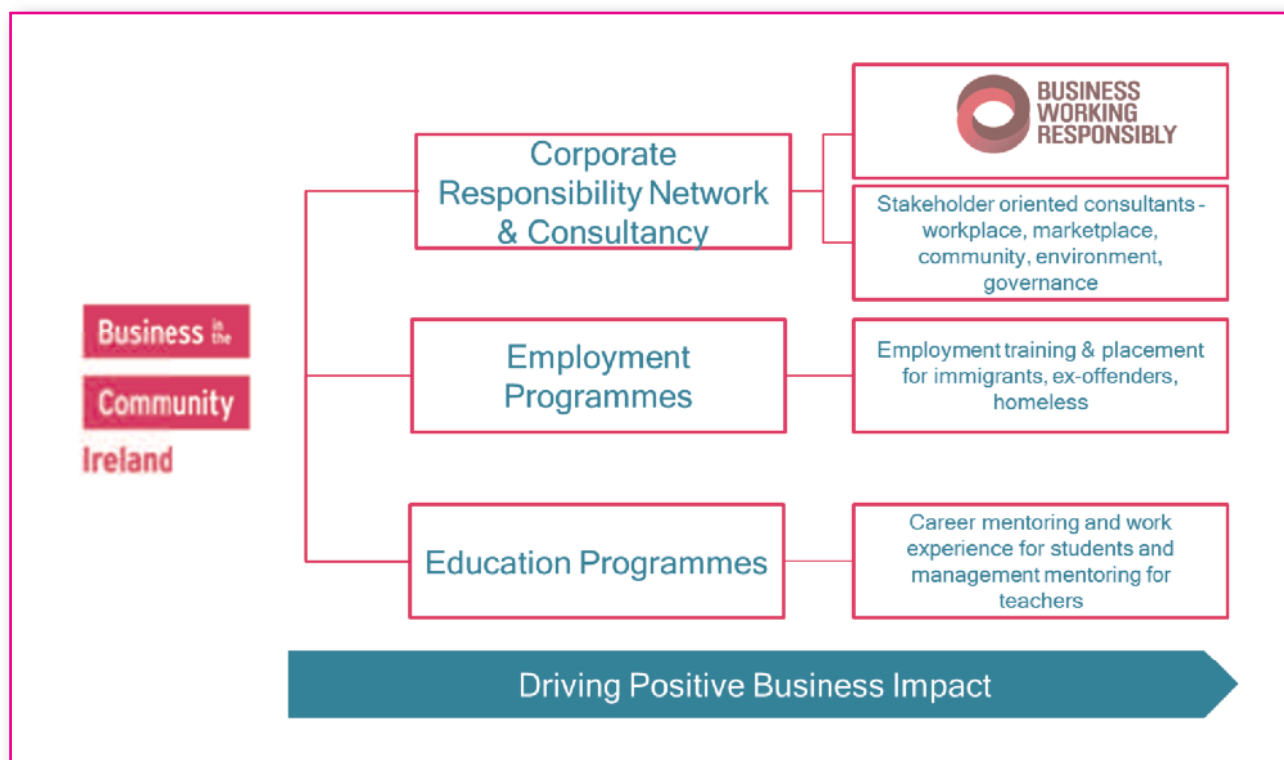
Individuals, families and other organisations can establish their charitable fund with the Foundation. In so doing, we facilitate consistent, thoughtful, planned charitable giving. The experience of grant-making since 2000 has provided us with a unique insight into the causes and groups which are most deserving of funding on a local and national level and helps us to provide a great service to donors.

We offer donors a range of options which allow full flexibility in the type of fund they wish to set up and how much they wish to be involved in the management of donations. Working closely with our staff, donors avail of our expertise in fund management, grant making and community needs to ensure that giving leaves a lasting impact and legacy.

Business in the Community Ireland

Business in the Community Ireland Limited is a non-profit organisation specialising in advice and guidance on corporate responsibility, to leading companies in Ireland. A business driven network, with major social initiatives, its membership is drawn from Ireland's most progressive companies. We operate a membership services team, a Schools' Business Partnership Programme and employment programmes and work with large corporate companies from across all sectors and engage with a range of stakeholders in the community and voluntary sector.

The following diagram outlines the programmes of BITCI as at the end of 2012.



The Business Network for Responsible Business

“The recession has brought about a national mind shift, a quickness among the public to question intent and integrity when it comes to business practice... doing the right thing must become a core business value.” *BITCI/Amarach Research 2011*

We work with our members to develop and manage robust long-term strategies, moving them from risk and reputation management to innovation and transformation. As at the end of 2012, we had 62 corporate companies as members of our network.

We support our members to manage and measure their key organisational impacts, and set strategic targets for continuous improvement. We also help our members talk about their responsible business practice in a way that their customers, competitors and the government understand.

Schools' Business Partnership

The Schools' Business Partnership (SBP), established in 2001, is a programme that aims to develop mutually beneficial links between schools and businesses at local level and to support the Government's overall strategy on educational inclusion. It operates by matching targeted post primary schools with a large local company in partnership. Over the past twelve years, we have developed 268 partnerships between schools and business, impacting over 22,000 students in Ireland. By the end of 2012, the partnership had matched 186 targeted schools in Ireland with a company and 125 companies are involved, many with multiple sites. In 2012, SBP rolled out Time to Read, a reading enhancement programme to 15 primary schools in Ireland.

Employment Programmes

We operate two employment programmes described as follows.

Employment for People from Immigrant Communities (EPIC) is an active labour market programme which supports immigrants in Ireland to become financially independent and more socially integrated by entering employment or further education and training. Working with each client on their personal progression plan, the dual nature of the EPIC programme allows for each EPIC client to benefit from in-house pre-employment training and 'on the ground' actual business experience brought to the programmes by companies. This unique initiative is Dublin based, and to date has impacted the lives of over 1,300 people from 95 nationalities. Of our clients, 69% have found jobs or entered training or are volunteering.

Ready for Work is our active labour market programme that provides work experience and guidance to people who are homeless or in other ways distanced from the job market. Ready for Work works with each individual in accordance with a personal progression plan, providing in-house pre-employment training and work experience brought to the programme by participating companies.

Currently Ready for Work, which is funded by the Department of Social Protection, ESB, Community Foundation for Ireland and Business in the Community UK is a Dublin programme and to date has impacted the lives of over 400 people. Close to 60% of those completing their work experience have since started working and almost 100% of participants have said that the programme has increased their confidence and motivation for finding employment.

About this Report

While this year's report format differs to our 2011 report and all previous annual reports, the main overarching objectives and policies remain unchanged – that is, through a continuous improvement approach, work towards being best in class in our sustainable and responsible practices.

In January 2012, a new Sustainability Committee was convened to allow new representatives from across the organisation to participate in driving the agenda internally. A handover session was carried out by the outgoing committee to ensure understanding of the objectives and continued implementation of the agreed policies in regard to the environment, food and sustainable supply practices.

To progress our adoption of best practice in reporting, the Sustainability Committee decided to apply the framework of the Global Reporting Initiative (GRI) guidelines to our 2012 report marking a transition away from our past reporting format which examined our practices under the five pillars of Corporate Social Responsibility namely workplace, marketplace, community, environment, and reporting & communications.

We believe the transition to GRI reporting will create a more standardised reporting process and supports our aim of consistent and comparable measurements for the future. In addition our report will now be comparable to other organisations of a similar size and function. We aim to show leadership to small to medium organisations that the GRI framework can be applied to support our needs.

At the outset, as for all GRI reports, the committee assessed and decided on what indicators were most material to the organisation. This task was charged to a sub-committee with a subsequent proposal agreed on by the entire committee. The selected indicators were then assigned owners based on each committee members' relevance to the topic and BITCI's journey on the road to GRI reporting began.

Our employees are one of our key stakeholders and we have engaged with them on this journey in two ways - through the data gathering process and in seeking their opinions on what are the important sustainability issues for the organisation. We have consistently kept them updated on any work through our staff newsletter.

Our learning's from undertaking the GRI process will guide our future actions in 2013 and we aim to improve our reporting procedures together with our data gathering processes. If you have any queries regarding this report please contact Bernadette Phelan – Membership Services Manager – at bphelan@bitc.ie

Significant changes in the reporting period

During 2012 the Linkage Service, Gate Service and the Mentoring Service (our initiatives funded by the Probation Services and The Irish Prison Service respectively, to assist former offenders to re-enter employment, training and education) were established as new entity of the Irish Association for the Social Integration of Offenders (IASIO). All associated with the programmes successfully moved to IAISO under TUPE (Transfer of Undertakings Protection of Employment) on 1st April 2012.

We continued our association with IASIO during the year through the provision of HR, Finance and ICT services.

Our Key Stakeholders

As part of the GRI process, we carried out a review of our stakeholders. Given the varied nature of our programmes, we have a wide range of stakeholders who include:

- our employees
- our business network members
- the clients and participating businesses of our education and employment programmes
- our suppliers and contractors
- government departments such as the Department of Social Protection, Department of Education, Department of Jobs, Enterprise & Innovation
- charity groups such as The Wheel and Carmichael Centre
- business and industry bodies such as IBEC, Chambers Ireland, Small Firms Association
- organisations working on employment issues such as FÁS, Local Employment Services Networks, the VEC
- organisations working with marginalised groups such as POBAL, Area Partnerships, Money Advice Bureaus, Homeless Services, Immigration groups

The Sustainability Committee formally identified and assessed the significance of our varied stakeholders. As this was the first GRI report, it was agreed to engage with only internal stakeholders for this reporting cycle. Stakeholders from across all business functions were engaged with to complete this report.

Action 2013: We will engage in wider consultation with external stakeholders as identified above.

Materiality

The Sustainability Committee performed a materiality assessment to determine what issues were most material to the organisation and to prioritise indicators for reporting. Issues were prioritised based on their importance to the organisation, the staff and their perceived importance to external stakeholders. Indicators were also chosen based on the organisation's ability to influence them i.e. areas where improvements could be made. In future years we plan to involve external stakeholders such as members, community groups and business groups in the materiality assessment process.

Report Scope and Boundary

This report covers all operations of The Community Foundation for Ireland and Business in the Community Ireland which includes the membership network, Ready for Work, EPIC and Schools' Business Partnership.

Our People

Our Values Statement

*We, with passion and visionary leadership, inspire and support individuals, business and organisations to fulfill their potential.
We act with integrity, professionalism and collegiality.
Enjoying the challenge!*

Excellence Through People

Excellence Through People is a national quality standard certified by the National Standards Authority of Ireland, and dedicated to people and their role in organisational effectiveness. The standard is used by many of Ireland's most progressive and successful organisations to become more efficient, productive, flexible, competitive and innovative.

In 2012 we as an organisation, driven by our VIP (Human Resources) Department, committed to achieving this standard in 2013. During 2012 we focused on improving our policies and practices in the following areas which are measured for certification:

- Business Planning and Quality Improvement
- Effective Communication and People Involvement
- Leadership and People Management
- Planning of Learning and Development
- Training and Lifelong Learning
- Review of Learning
- Recruitment and Selection
- Employee Wellbeing

Having the standard will help us improve performance and achieve business goals through our employees.

We are committed to achieving this standard in recognition of the operation of a human resource system which strives to achieve excellence through the learning and development of our most important resource – our people.

As you can see from the statistics below, the employment type of our staff is almost split equally in terms of numbers in part-time and full-time employment which shows the flexibility of the organisation in accommodating the needs of our people while matching the required resources to maintain our services. This flexibility is also reflected by the number of contract types in operation. While the majority of our staff is based in our Dublin office, we also have regional staff across Ireland mainly working with the Schools' Business Partnership Programme.

Total workforce by employment type, employment contract, and region, broken down by gender

EMPLOYMENT TYPE			
	Male	Female	
Full Time	2	26	
Part Time	2	29	
Totals	4	55	59
EMPLOYMENT CONTRACT			
	Male	Female	
Permanent	3	34	
Specified Purpose	0	7	
Fixed Term	1	13	
Secondment	0	1	
Totals	4	55	59
REGION			
	Male	Female	
Dublin	3	44	
Regional	1	11	
Totals	4	55	59
Figures effective 01 Dec 2012			

Another area we monitor, as outlined below, is the total number and rate of new employee hires and employee turnover by age group, gender, and region. Our statistics show that we have prominently recruited females in the 30 to 40 year age cohort.

Total number of new hires and leavers by age and gender during 2012

NEW HIRES		
Age group	Male	Female
18 - 30	1 (Dublin)	3 (Dublin)
30 - 40	0	8 (1 Regional)
40 - 50	0	2 (Dublin)

Age group	Male	Female
50 - 60	0	1 (Dublin)
60 - 70	0	0
70+	0	0
LEAVERS		
Age group	Male	Female
18 - 30	0	2 (Dublin)
30 - 40	3 (Dublin)	4 (Dublin)
40 - 50	2 (Dublin)	3 (Dublin)
50 - 60	0	1 (Dublin)
60 - 70	0	0
70+	0	0

Note: TUPE transfers to IASIO aren't included on leaver stats

During 2012 our Health & Safety Committee did notable work in ensuring all preventative measures were in place and were communicated to all staff. The Committee's success is shown by having no work related injuries and accidents in 2012.

Another indicator that we monitored was the average hours of training per year per employee by gender, and by employee category. Through the Excellence Through People process we seek to advance our formal and informal training & development practices, and promote a learning culture across the organisation. During 2013 we aim to improve our tracking of our informal and formal training activities across the organisation.

Average number of days training per year by gender and employment type

	Male	Female
Average number of days training per year	3.5	3.5
	Full time	Part time
Average number of days training per year	3.5	3.5

Volunteering

During 2012, we continued to operate our volunteering policy, whereby any employee who has over one year's service with the organisation can avail of up to two days to volunteer their time and expertise on issues or cause of the choice.

Given the nature of our work, our people engage and work with a wide range of non-governmental, community and charity organisations. Over the years this has created strong relationships between staff members and such organisations. As a consequence we have a lack of internal staff formality in recording what are volunteering activities with organisations e.g. a number of our staff volunteer by providing professional advice and sit on various Boards/management committees. In addition our staff receive outside requests for professional skills volunteering (given their expert areas) and we seek to accommodate such requests as far as is possible given our size e.g. advice on financial management of charities, project design, marketing, HR issues, guidance on social issues.

Therefore during 2012 we assessed that our current volunteering tracking system omitted a proportion of volunteering time. Officially during 2012, our staff spent a total of nine days volunteering.

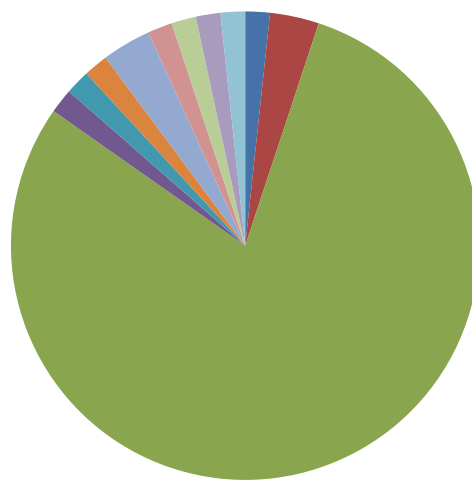
Action 2013:

- We will review our processes for capturing this data in 2013
- We will support volunteering by rolling-out the new Time to Read programme under the Schools' Business Partnership to all our staff.

Diversity of our People

The diversity of nationalities of our people is something we are especially proud of with 11 different nationalities being represented amongst our staff in 2012. This cultural diversity adds great knowledge to our team, brings varied views and opinions, and very much supports our delivery of the EPIC programme. Our vibrancy and innovation as a place to work is very much underpinned by our cultural diversity.

Nationalities



Colombian	1
English	2
Irish	47
Italian	1
Mauritian	1
Nigerian	1
Polish	2
Romanian	1
Scottish	1
Slovakian	1
Tajik	1

Staff Survey 2012

Our staff survey conducted in 2012 showed very positive results regarding employee satisfaction with key results being that:

- 95% of staff stated that their work gave them a sense of achievement
- 95% said they would recommend BITCI/CFI as a good employer
- 87% are satisfied with internal communications
- 90% are satisfied with the opportunities to feed their views upwards

These are key metrics for us and show our aim to be an open, transparent and inspiring workplace for our key stakeholders, our people. As we work towards achieving Excellence Through People, we aim to maintain such positive results and ensure we continuously look to improve our workplace practices.

Our Marketplace

The Foundation for Investing in Communities is a unique entity as the primary mission of all activities and programmes is to create positive impacts for society, and through a range of actors including business, community, non-governmental organisations, donors and individuals. For Business in the Community Ireland (BITCI) the mission is to harness the power of Irish business to maximise its positive impact on all its stakeholders and society. The Community Foundation for Ireland aims to inspire donors and support charities and community groups.

Our aim with all service users (be they business, community, charity, not-for-profit or individual) is to support them to create a positive impact – these service impacts focus on the creation of change within the individual person via our employment programmes, within a business via our network services, within donors through the act of giving, or within a community group via our grants support.

Key market stakeholders are our network member companies, our employment programme clients, Schools' Business Partnerships' schools, pupils, teachers and companies, and our donors and grantees.

In all our service areas, we aim to achieve maximum impact on our priority issues and operate to a high level of service excellence. To that end we actively seek feedback from our stakeholders on how we are doing. Below outlines some key impacts and statistics from customer surveys during 2012.

Business in the Community Ireland

The Network for Responsible Business

Service impact

During 2012, we welcomed ten new corporate members to our business network including:

1. Alkermes
2. Dublin Airport Authority
3. Ebay Inc (including both Paypal and Ebay)
4. Ecocem
5. Enterprise-Rent-A-Car
6. Irish Distillers Pernod Richard
7. Mercury Engineering
8. PM Group
9. Topaz, and
10. Stryker

We ended the year with a total of 62 corporate companies, who were employing over 250,000 people (please see members list in the appendix). We worked on a one-to-one basis with members to advise and guide them on how to measure, manage and report on their corporate responsibility strategies, and provided a range of services in the areas of community, workplace (employees), marketplace (contractors, suppliers, customers), environment, and CR reporting & communications. By year end, we had high to medium levels of engagement with over 83% of our members.

In working with our members, the highlights of our service impacts for 2012 included the following:

- Accenture in Ireland, EirGrid, Pfizer Healthcare Ireland, and Veolia Transdev Ireland achieved the **Business Working Responsibly Mark**, and we continued to advise and support other members committed to achieving the Mark over the coming years. We aim to create impact from the Mark as it is Ireland's only certification in sustainable and responsible business practices.
- As one of our key services is to guide members on measuring and evaluating the impact of their strategic community involvement programmes, it was significant to launch the third **Business Impact Map** with over 40 member companies participating in the initiative. The Map shown that during 2011 these members had:
 - formed over 3,600 community partnerships and donated over €16.7 million through cash donations, in-kind donations and employee fundraising to local charities and community groups, with volunteer employees alone raising over €3.3 million
 - the social issues that received the most support were health at €5 million, community projects at €3 million, education at €2.9 million, social inclusion at €2.3 million and homelessness at €760,000
- During 2012, we hosted 36 events for our members including:
 - **quarterly network meetings**, hosted by both Dublin and Cork members, which provided members with valuable networking and learning opportunities
 - convening of over eight **expert workshops** to showcase best practice on topics such as sustainable procurement, mental health & resilience initiatives in the workplace, environmental trends and their impacts on business
 - seven training seminars on Corporate Responsibility
 - nine information sessions on the *Business Working Responsibly Mark*
- We hosted **Responsible Business Week** (October 15th – 19th) as a flagship initiative to increase the awareness of responsible and sustainable business practices in Ireland, and 25 members participated.
- The **Inspiring Excellence** 2012 database was launched in October, with 18 new examples of excellence in responsible and sustainable business practice.
- We released two **research publications** including *Sustainability and CFOs* jointly with Deloitte, and *Consumer Attitudes to Responsible Business* with IPSOS MORI.
- Under our **Capacity Building Programme** (supported by Department of Environment Community & Local Government) we delivered 15 workshops and focus groups for charity, community and NGOs, and supported them to develop effective project partnerships with businesses.

Service experience

In our 2012 membership survey we achieved an 80% response rate from member companies. The survey delved into a wide range of issues, and the most notable feedback was that:

- 93% of members would recommend membership to another company (83% in 2011)
- 91% of members rated membership services as either excellent or good (84% in 2011)
- 91% of members said they were either very satisfied or satisfied with the level of contact with us

Education Programme: Schools' Business Partnership

Service impact

Of the participating companies, 98% indicated that making a contribution to the local community was the top benefit of participation in the programme. In the 2012 survey, all companies would recommend the Skills @ Work programme to another company.

The positive impact of the programme on participating individuals and businesses is illustrated by the following feedback.

Company Feedback

"The most rewarding factor was seeing the difference in the students from the initial session to the final stages the growth in self confidence that could be seen in the students following the mock interviews and the presentations."

School Feedback

"All the talking in the world from a teacher, in a classroom, in a school would never have the same impact on students as actually hearing it from someone in business. They really respect people from 'outside' who have first hand experience in business."

Service experience

In the annual evaluation report in 2012, the service provided by the Programme Team to the schools & companies who participated in the Skills @ Work Programme was rated as excellent by 93% (114) of schools and very good by 5% (6) schools. 96% of companies evaluated the service provided by the SBP Coordinator as either excellent or very good.

Employment Business Programmes: EPIC and Ready for Work

The impact of the employment programmes is deeply personal to the individual client, with EPIC and Ready for Work supporting marginalised people to find work, work experience or training & education to help them integrate from both an economic and social perspective.

During 2012, the EPIC Programme supported placements of 121 people into employment, 55 into training and education, five into volunteer positions and 22 into work placement positions. The following impacts were noted from client feedback during 2012:

- Before participation in EPIC, 35% of clients rated their preparation to attend an interview as 'good/very good/excellent'; this increased to 98% following participation in the programme.
- Following participation in the programme, 43% of clients applied for between one and 5 jobs, in the previous six week period, ranging to 10% having applied for more than 30 jobs in the same period.
- Feedback shows an increase in the numbers of clients accessing relevant service providers, following participation in the programme, for example:
 - an increase of 30% accessing Cairde (community organisation working to tackle health inequalities among ethnic minority communities)
 - an increase of 25% in the number of clients accessing Volunteering Ireland

- an increase of 24% accessing local community groups
- an increase of 19% accessing counselling/mental health services
- an increase of 17% accessing cultural groups and activities, and
- an increase of 15% accessing INOU (Irish National Organisation of the Unemployed)

During 2012, six key companies remained core to EPIC delivering including:

- BT providing IT skills training
- CPL providing interview experience
- Ericsson providing advice and training on how to leverage social media in the search for employment
- Matheson providing expert advice on interview preparation
- Mercury providing work placements
- KPMG providing mentoring

Within Ready for Work, research has established that individual clients typically experience up to four barriers to work including: former rough sleepers; have criminal convictions; former drug dependency; former alcohol dependency; and/or have been in care. During 2012 we supported 40 people to take up work experience placements through the programme, 28 people started employment and 25 went into training, education or volunteering. Key ongoing support is provided by Marks & Spencer, a member of our business network. By the end of 2012, over 60 companies had provided support through work placements and training provision.

The Community Foundation for Ireland

Service Impact – connecting people who care with causes that matter

The Foundation impacts on a range of social issues through effective grant-making. During 2012, over 800 grants totalling in excess of €2.4 million were made in support of community groups and charitable organisations.

2012 marked the final year of Grassroots Grants Scheme addressing issues such as families at risk, older people, ethnic minorities, carers and mental health, and 340 grants totalling in excess of €460,000 were distributed through this scheme alone. A new grant scheme was developed for launching in early 2013 addressing seven key issues including the above areas. Two Women's Fund Grant Rounds were greatly oversubscribed, demonstrating the case for a strong Women's Fund to support areas such as the prevention of violence against women and empowering women to take leadership roles in their communities. 2012 was the final year of The LGBT Communities Fund, co funded by The Atlantic Philanthropies. A new funding line was included in the new scheme for 2013.

The Community Growers Fund supported over 20 individual gardening projects and 10 projects were supported under the Jump Start programme to engage older men in physical activity. The Foundation also made more than 20 larger impact grants, which included supporting the work of the 50:50 Group, Women for Election, Marriage Equality, Age and Opportunity, the Immigrant Council of Ireland, the Yellow Flag Programme and the Irish Network Against Racism (ENAR Ireland). Through the generosity of donors, a wide range of individual grants were also made to many non profit organisations and projects throughout Ireland, as well as to overseas charities.

Grantee Feedback

"I feel that the Community Foundation has one of the most easily accessible and transparent grant schemes I have encountered"

The Foundation's Endowment Fund increased from €26.8 million at the end of 2011 to €28.7 million by the end of 2012, based on donations to the Fund and good capital appreciation. By the year end, there were over 50 donor advised funds, representing a broad mix of individuals, families, companies and charitable organisations, which have chosen to entrust the Foundation with their charitable giving.

Donor Feedback

"For our purposes, the Foundation fulfils our giving needs 100%"

Service experience

During 2012, we undertook a survey to find out how community and voluntary groups viewed the Foundation and its service to grantees. Of respondents, 90% rated their overall level of satisfaction with the Foundation as excellent or good, and 97% rated the quality of advice and service when applying for a grant as excellent or good.

In a survey of donors undertaken in late 2011 (due to be undertaken again in 2013), 79% of donors rated their overall level of satisfaction with the service as excellent and over 92% rated it as excellent or good, and 92% of donors have recommended the Foundation to their contacts.

Our Commitment to the Environment

The Foundation for Investing in Communities has an opportunity and a responsibility to lead the way in terms of our commitment to the environment. We recognise that providing our service users with a quality service results in an environmental impact. However we endeavour to ensure that impact is as minimal as possible.

Our actions are guided by our environmental policy as well as our food and sustainable supply policies. We have many good practices and behaviours in place; however we acknowledge that these can be improved and that our systems for capturing data need to be significantly improved.

Environmental awareness is generally high throughout the organisation and many of the good practices described below have become second nature to staff. Environmental procedures are included as part of induction for all new staff. However, we note that the messaging has become tired and dated.

Action 2013: We aim to rejuvenate staff communications under a newly branded sustainability programme.

We have identified the main environmental aspects as follows:

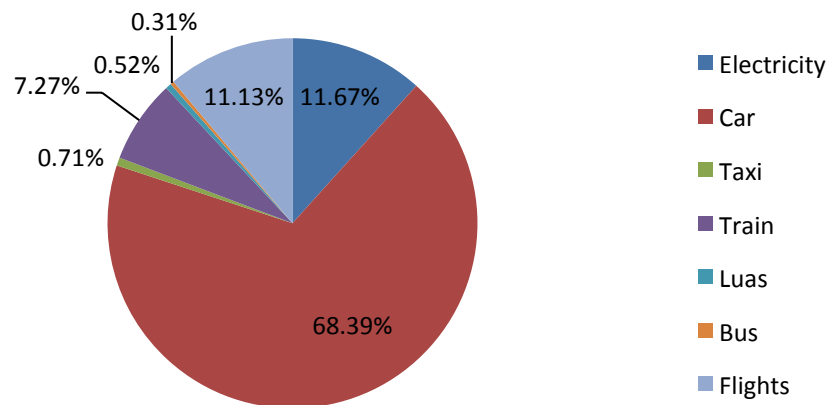
- Carbon emissions from:
 - Electricity usage
 - Business related travel
- Waste generation

Greenhouse Gas Emissions

The organisation's total greenhouse gas emissions² for 2012 were 33,960kg CO₂ e. The chart below shows the breakdown of emissions between electricity (which is the only form of energy use in our buildings) and the various forms of travel used for business. Of the total, electricity comprises almost 12%, with business travel making up the remainder. The emissions profile does not include waste or employee commuting as robust data is not available in these areas, however this is something which we will explore in the future.

² Emissions factors are taken from a number of sources: Electric Ireland, Luas, Dublin Bus and Defra. Where Irish data was not available, UK data from Defra was used. While we recognise that this may not be entirely accurate, this was the best available data in many cases.

Carbon Footprint



Emissions Source	CO2 (KG)	Proportion
Electricity	3964	11.67%
Car	23224	68.39%
Taxi	241	0.71%
Train	2469	7.27%
Luas	175	0.52%
Bus	107	0.31%
Flights	3780	11.13%
Total	33960	

Action 2013: Implement a more efficient system for the collection of greenhouse gas emissions data.

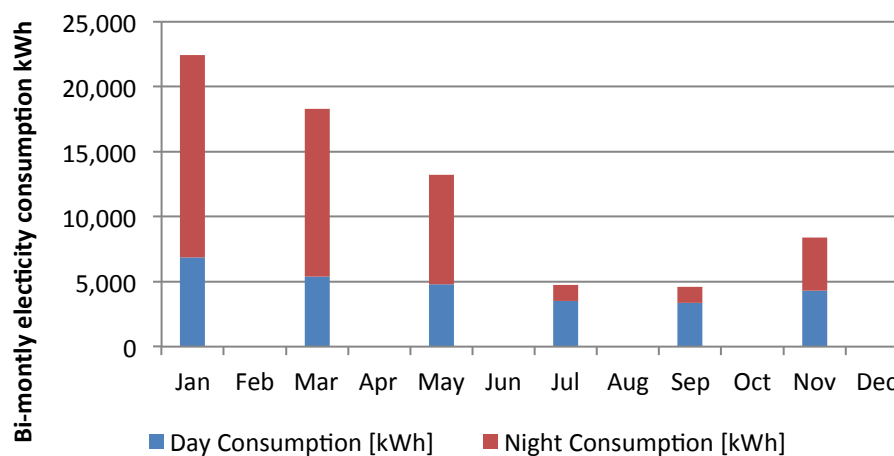
Energy

Energy use in the building comprises 12% of total emissions at the organisation's main buildings at 30/31 and 32 O'Connell St. The only source of energy for this building is electricity which is used for heating (storage heating and water), lighting, and office and kitchen equipment. A number of challenges are present with regard to energy consumption due to the age and ownership of the building.³

A baseline tracking of electricity bills over the year provides a profile of energy use as shown below indicating that the storage heating at night makes up the majority of the consumption. Energy awareness is high among staff with a very high level of compliance regarding the switching off of IT and kitchen equipment.

³ BITC head office comprises two old listed buildings with single-glazed windows. There are limitations in terms of the structural changes that can be made to the building because of this. In addition both buildings are leased with limited capital available for upgrading the building.

Electricity Consumption



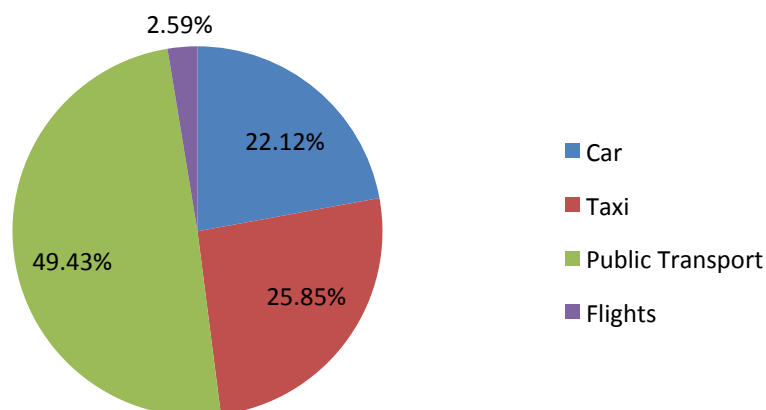
Actions 2013

- Energy review with SEAI and implementation of recommendations where possible.
- Continued tracking of energy consumption and costs specifically looking at any reduction in consumption following introduction of energy saving measures.
- Renewed energy awareness campaign under new sustainability branding.
- Scope out how to create energy awareness for home workers

Travel

Staff travel accounted for the majority of our Carbon Emissions in 2012 with 29,996Kg CO₂e being emitted through work related travel; this was 88% of our total emissions for the year. The vast majority of travel related emissions can be attributed to travel by car which accounts for 68 per cent of total carbon emissions. However if we look at the number of journeys made for work related travel, we see that almost half of these were made using public transport with the remainder split almost evenly between taxi and car with a small number of flights taken in 2012.

Number of journeys by type



Due to the central Dublin location of the head-office, extensive public transport is available and utilised for work related travel. However there is a high dependency on car use among the regional staff of the Schools' Business Partnership programme due mostly to the rural environment in which many of the staff are based where alternative transport services are not possible. The Foundation does have an Irish Rail account promoting travel in this way and has in place a working from Home policy.

Although staff commuting is not included in the carbon footprint, sustainable methods of commuting are promoted. The Foundation operates the Tax saver Travel Pass scheme promoting the use of public transport. In addition, in the absence of car parking facilities many staff walk or cycle to work.

Actions 2013:

- Review of how best to use the Dublin bikes scheme for employees
- Inform staff on eco-driving policy & practice
- Seek to integrate carbon emissions tracking with expense forms to improve data collection process
- Survey on staff commuting patterns with a view to formal data collection for 2014

Waste

We operate a comprehensive waste segregation system. A three bin system (recycling, composting & general waste) is in place throughout the building. In addition to this, confidential waste is shredded and collected for recycling; I.T. equipment is donated to Camara for refurbishment and reuse in education while ink cartridges are collected and provided to Concern through The Recycling Appeal. Awareness around waste is high in the organisation and anecdotally evidence suggests that good practices are adhered to, however there is a gap with regard to tracking and monitoring of waste generation and treatment methods.

Action 2013: Create a process for tracking the quantities of waste that are disposed of in the different streams.

Financial overview

The following outlines the key financial indicators for year ending 2012.

Direct economic value generated and distributed (as per GRI definition)	€2,532,040 revenue
Incoming resources	€6,023,749
Operating costs	€693,112
Employee compensation	€2,342,079
Donations and other community investments	€2,419,042 (as per CFI grants to community groups and charities)
Retained earnings	€1,880,639
Payments to capital providers	€0
Payments to Governments	€0
Significant financial assistance received from Government	€1,062,450 (This supports the EPIC programme, Schools' Business Partnership, Ready for Work, Capacity Building, and Probation & Irish Prison Service Programmes)
Policy, practices, and proportion of spending on locally-based suppliers at significant locations of operation	This data is currently not formally captured however estimate is over 90% of our supplies are sourced locally*

* In 2011 we established our sustainable procurement policy. An example of this in practice is our purchase of only local and organic fruit for our office kitchens.

APPENDICIES

GRI Index

The following table identifies the GRI standard disclosures reported and the location of the response within the report. Disclosures not listed are not reported on.

GRI ID	Description	Status	Reference
Strategy and Analysis			
1.1	Statement from most senior decision maker of organisation.	Disclosed	Pg 3
Organisational Profile			
2.1	Name of the organisation.	Disclosed	Pg 5
2.2	Primary brands, products, and/or services.	Disclosed	Pg 6, 7, 8
2.3	Operational structure of the organisation.	Disclosed	
2.4	Location of organisation's headquarters.	Disclosed	Pg 5
2.5	Number of countries where the organisation operates.	Disclosed	Pg 6
2.6	Nature of ownership and legal form.	Disclosed	Pg 6
2.7	Markets served.	Disclosed	Pg 6
2.8	Scale of the reporting organisation.	Disclosed	Pg 5, 6
2.9	Significant changes during the reporting period regarding size, structure, or ownership.	Disclosed	Pg 9
Report Parameters			
3.1	Reporting period for information provided	Disclosed	Pg 9
3.3	Reporting cycle (annual, biennial, etc.)	Disclosed	Pg 9
3.4	Contact point for questions regarding the report.	Disclosed	Pg 9
3.5	Process for defining report content.	Disclosed	Pg 10
3.6	Boundary of the report.	Disclosed	Pg 10
3.8	Basis for reporting on joint ventures, subsidiaries, leased facilities, outsourced operations, and other entities.	Disclosed	Pg 9
Governance, Commitments and Engagement			
4.1	Governance structure of the organisation, including committees under the highest governance body responsible for specific tasks, such as setting strategy or organisational oversight.	Disclosed	Pg 5, 6
4.3	For organizations that have a unitary board structure, state the number and gender of members of the highest governance body that are independent and/or nonexecutive members.	Disclosed	Pg 6
4.4	Mechanisms for shareholders and employees to provide recommendations or direction to the highest governance body.	Disclosed	Pg 6
4.14	List of stakeholder groups engaged by the organisation.	Disclosed	Pg 10
4.15	Basis for identification and selection of stakeholders with whom to engage.	Disclosed	Pg 10
Economic			
EC1	Direct economic value generated and distributed	Disclosed	Pg 25
EC4	Significant financial assistance received from government	Disclosed	Pg 25
Environmental			
EN4	Indirect energy consumption by primary source.	Disclosed	Pg 22, 23
EN16	Total direct and indirect greenhouse gas emissions	Disclosed	Pg 21, 22

	by weight.		
EN17	Other relevant indirect greenhouse gas emissions by weight.	Disclosed	Pg 21, 22
EN22	Total weight of waste by type and disposal method	Partial	Pg 25
EN29	Significant environmental impacts of transporting products and other goods and materials used for the organisation's operations, and transporting members of the workforce.	Disclosed	Pg 23, 24
Social			
LA1	Total workforce by employment type, employment contract, and region.	Disclosed	Pg 12
LA2	Total number and rate of new employee hires and employee turnover by age group, gender, and region	Disclosed	Pg 12
LA7	Rates of injury, occupational diseases, lost days, and absenteeism, and number of work- related fatalities by region.	Disclosed	Pg 13

Business Network Members as at December 2012

Lead Members

AIB Group
Bank of Ireland Group
Boots Retail (Ireland)
Bord Gáis Networks
Bord na Mona plc
Deloitte
Ecocem
Eircom
EirGrid
ESB
Janssen Pharmaceutical
KBC Bank
KPMG
Marks & Spencer (Ireland)
Mercury Engineering
MSD Ireland
Penneys
Pfizer Ireland
Rabobank
Shell E&P Ireland
Telefónica O2 Ireland
Ulster Bank Group
Veolia Environnement
Vodafone Ireland

Standard Members

A&L Goodbody Solicitors
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Accenture
AOL Ireland
Alkermes
BT Ireland
Capita Life & Pensions (Ireland)
Coca-Cola Ireland
Coca-Cola HBC Ireland
Coillte
CRH plc
Diageo Ireland
Dublin Airport Authority
Ebay
EBS
Elan Corporation plc
Enterprise Rent-A-Car
Ernst & Young
Glanbia plc
IBM Ireland
Intel Ireland
Irish Life
Irish Distillers Pernod Richard
Microsoft Ireland
Musgrave Group
National Irish Bank
National Lottery
Oracle EMEA
PayPal
PepsiCo Ireland
Permanent TSB
PM Group
PwC
Smurfit Kappa Group
Sodexo Ireland
State Street International
Stryker Ireland
Topaz