

25 JAN 2018



RECEIVED
**SHREWSBURY TOWN COUNCIL
COMMUNITY GRANTS FUND APPLICATION**

Please answer all questions which are relevant to your organisation – failure to do so may result in a delay in the determination of your application

PROJECT (In no more than 25 words)	Home-Start “Something More” Promoting emotional resilience in families with children under 5 years.	GRANT AMOUNT REQUESTED	£2000
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Contact Details

Q1 Name of organisation making application:

Home-Start Shropshire

Name of contact for this application

Title : Miss First Name: Claire Surname: Jackson

Position held in the organisation:

Scheme Manager

Contact Address, including full postcode:

Postcode:

Contact Telephone Number:

Email address:

About your organisation

Q2 What type of organisation are you?

Tick (✓) relevant category:

Registered Charity: (x) Charity Registration Number
Voluntary Organisation: ()
Company Limited by Guarantee: (x) Company Number /
Other – Please specify:

Q3 When was your organisation established?

Originally in 1982 (Home-Start Shrewsbury) but renamed Home-Start Shropshire
(following merger of countywide services) in February 2014

Q4 Briefly describe your organisation.

**Describe your organisation, including how many members/users you have, whether there is a subscription fee and the usual activities/services you provide.
If you are a new organisation, describe the services/activities you plan to provide.**

Home-Start Shropshire recruits and trains volunteers to provide support and friendship to vulnerable families. We offer a free support service to families with children under the age of five across the county. Our main referral area is Shrewsbury, where demand for our services is high. We currently have 65 countywide volunteers, with 27 of those being Shrewsbury residents and supporting families in their communities. We have 3 part-time coordinators working across the county with 24 hours being committed to Shrewsbury. We also have a part-time community group coordinator who is currently undertaking targeted group work in some of the more demanding areas weekly, this is funded by BBC CiN.

Our home visiting volunteer service offers a lifeline to families, whose self-esteem, mental health, disability or illness, prevents them from accessing the community, widening their children's experiences. We focus on children's wellbeing, but know if we can reach the family we can reach the child and make life easier, providing families with essential enablement skills to manage their own crisis and promoting emotional/ community resilience.

A contribution to our home visiting service for some of the most socially isolated children and their families, could support us to promote a number of area, health lifestyles, diet, vitamin D deficiency, school readiness, and the take up of government funded 2 year old funding for nursery and early experiences.

Q5 If you are a subsidiary of a larger organisation, please state which one.

We are affiliated to Home-Start UK and are a scheme in their network, we are however independently governed and funded.

Q6 Does your organisation have an agreed Constitution or Memorandum of Association?

Please state which and attach a copy: YES

Q7 What is your primary source of funding?

As an independent charity we have no primary source, however Trust funding from a variety of providers enables us to maintain services. Until February 2018 we are funded by The Big lottery to support families during pregnancy and new baby. This will soon cease.

Town Councils are supportive to our work and most TC across the county offering some financial assistance to our work. Shrewsbury TC supported our work in the town in 2016/17.

Details of the project or activity you are planning

Q8 Describe the projects/activity you plan to use this grant for.

i) Try to be specific about what you will do and how you will do it.

“Something More” – In 2015 all our staff and 6 volunteers were trained to deliver a group or individual support for families who suffer from mental ill health, low confidence, self-esteem, whose mental health prevents them from being the family, parent, caregiver, they want to be. Often the impact of poor mental ill health affects children’s development due to being unable to access experiences, social activity, early education, groups. The result is often seen at school age, where the gap is visible. Working one to one with families to support them through a programme of support and enablement will help the family as a whole, to access community events, attend recreational activities such as swimming, the town park, and the library activities.

We would like to identify these key families where this programme can make its biggest impact at referral stage. (We receive between 100-150 referrals per year). We can link referred families with a trained member of staff or volunteer for the 10 week programme (and beyond if required). We use tools such as our MESH system to monitor progress for the adults and children in the family and review progress every 6-8 weeks during the support. We would be visiting each family weekly for between 1.5-2 hours.

ii) Please state how you have identified this need and how the project will benefit the people of Shrewsbury, together with the estimated time span. If you are seeking continuation funding for this project, please provide evidence for this continued need.

We trained in the Something more programme as through the current Lottery project (ending Feb 2018) we identified how mental ill health was increasing across the area, we have since identified in Shrewsbury, poor mental ill health and low confidence was a referring factor for 97% of the referrals received in 2016/17. There is a gap countywide of

assessable low level poor mental health support/ prevention, often this is telephone support which has a waiting list of between 13-21 weeks (IAPT).

- iii) How many people from the Parish of Shrewsbury do you expect to benefit directly from your project or activity?

12 families 31 children

Our other activities in the county support additional residents.

Core home visiting friendship and support project – 42 over the year

Targeted group work – 30 over the year

My figures above are for a targeted mental health project.

- Q9 What criteria will be used to measure the success of the project and how many people from the Parish of Shrewsbury do you expect to benefit from it?**

We use a data management system called MESH (Monitoring and Evaluation System for Home-Start). MESH enables us to follow a family journey, our assessment and reviewing process enables us to highlight key areas of need and put in unique support plans alongside this programme. We ideally would like to see a significant rise of scoring of the families using the Edinburgh wellbeing Scale from the first to the final visit.

Health & Safety

- Q10 What, if any, special safety issues are related to your project/activity?**

Please provide the following information –

- i) What kind of insurance does your organisation have? Full Liability
ii) Do the leaders have the relevant qualifications and/or experience?

Yes, all staff and volunteers are trained and have current safeguarding training and a current DBS.

Risk assessments are carried out for each home we visit or place a volunteer to visit.

Risk management of the organisation, its staff and volunteers and families is maintained throughout.

- iii) What policies does your organisation have in place (i.e. Health and Safety, Child Protection/Safeguarding, Working with vulnerable adults, Equal Opportunities, CRB Checks etc.)? *You may be required to submit copies of your policies*

We have 27 mandatory policies that include all the above and also support our processes in relation to data management/ data protection.

Funding of your project

Q11 Previous Applications

If you have applied for and received funding from Shrewsbury Town Council in the past please provide details of the amount, the year and briefly what the funding was used for.

Year	Project Description	Award £
2016/17	Core Home visiting volunteers	£2000

Q12 Project Funding

Please provide details of the amount of funding you need for your project and give us a breakdown of what the money is for (please enclose any relevant estimates or details).

Tell us the amount of grant requested £2000 and provide a detailed breakdown as to how you have reached this figure

Project Expenditure Please list all items of expenditure for your project	Amount of Project
Paid coordinator	£6000 PA
Volunteer expenses	£ 384 PA
Project Management & reporting	£1890 PA

	£
	£
Total	£8274
Project Income Please list how the project shall be funded	
Countywide bid henry Smith Foundation (Awaiting outcome)	£20,000
Millichope Foundation Trust (secured)	£1500
Shrewsbury Rotary Club grant (secured)	£500
Hall Garth Trust	£1000
Core funding (secured) from Army Covenant/ The legion (applied to serving/ ex serving families)	£ 5000
What is the difference? This should be the same as the amount of Grant you are applying for	£2000

Q13 Covering a Shortfall

If the Town Council makes an offer less than the amount requested, how will that impact on the Project and how will you cover the shortfall?

Support towards the project would be greatly appreciated if this is less than the requested amount, Home-Start will be able to seek further funding from additional trusts and supporters.

Q14 Sustainability

What plans do you have in place to ensure that your organisation becomes more sustainable and less reliant on grant funding, particularly from the Town Council

Home-Start have been working towards sustainability, as such charging for our services directly to families is not an option for the scheme. Our plan has enabled us to continue into 2018/19 without substantial support from The Lottery Fund, however Home-Start will always be reliant on local support to continue its work in the town. Shropshire Council withdrew funding opportunities to Home-Start in 2013 and thus far we have maintained a steady service. We are exploring opportunities to work within the troubled

families agenda with the LA, however this is payment on results and for a small charity this could be difficult.

Our fundraising efforts continue, with supportive volunteers we raised £750 from our Christmas Snowflake appeal. With the average cost rising to support a family being Home-Start have secured funding to support families in different ways such as the BBC CiN project of group work within the town, reaching some of the most vulnerable children. This is secured funding for three years. We recognise some of the most isolated need a one to one visit if we are going to enable them to access the community.

Your Accounts

Q15 Please provide the following details from your most recent annual accounts

Total Income 2016/17	£157,685
Less Total Expenditure	£162,828
Surplus / Loss	£5,143
Savings (Reserves, Cash, Investments)	£20,081

Please provide a copy of your most recent annual audited accounts or, in the case of newly established organisations, the projected income and expenditure for the next twelve months.

You need to include these documents with this application.

Account Details

Q16 Please give us your bank or building society account details

You can only apply for grant if you have a bank/building society account in the name of your organisation. We will only pay grants into an account which requires at least two people to sign each cheque or withdrawal. **These people should not be related.**

Account name:

Bank/building society name:

Bank/building society address: :

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Who are the signatories and what position do they hold in your organisation?

- 1 Name: I
- 2 Name:
- 3 Name:

Any Other Information

Q17 Any other information which you consider to be relevant to your application.

Declarations

Q18 Declaration

Please give details of a senior member of your organisation.
For example, this may be your Chairperson, Treasurer or Secretary. They must read the application and sign below. **(This must not be the main contact name in Q1).**

I confirm, on behalf of Home-Start Shropshire Ltd :

That I am authorised to sign this declaration on its behalf, and that, to the best of my knowledge and belief, all replies are true and accurate.

I confirm that I have read the Terms and Conditions set out in the Notes which accompanied this application and further confirm that this application is made on the basis that if successful, the organisation will be bound to use the grant only for the purpose specified in this application, and will have to comply with those Terms and Conditions and any others which the Council might attach to the Grant.

Post held in organisation: Chair person

Title Ms First Name: Annette Surname: Judges

Organisation address: _____
Postcode: _____
Telephone: _____

Signed: _____ Date: _____

Q19 Signature of Person Completing the Application

This must be the signature of the person named in Q1 as the main contact and **not be the same person who has signed in Q18**

I confirm that, to the best of my knowledge and belief, all the information in this application from is true and correct. I understand that you may ask for additional information at any stage of the application process.

Signed: _____ Date: _____

Checklist

1. Have you answered every question?
2. Have all signatures been completed?
3. Have you included a copy of your constitution?
4. Have you included a copy of your most recent audited accounts?
5. Please state any supporting documents you are submitting:

Please return your completed application form to:

**Town Clerk
Shrewsbury Town Council
Riggs Hall
The Library
Castle Gates
Shrewsbury
SY1 2AS**

Telephone: 01743 281010

Fax: 01743 281051

Email: Helen.ball@shrewsburytowncouncil.gov.uk