

Submitted 28/01/20

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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)	New Healthweigh weighing scales, equipped with easy-to-access wide ramps for young people accessing hospice care, who have physical disabilities and use wheelchairs.	GRANT AMOUNT REQUESTED	£778.50 £500.00.
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Contact Details

Q1 Name of organisation making application: Hope House Children's Hospices

Name of contact for this application

Title: Mrs First Name: Vanessa Surname: Baldry

Position held in the organisation: Trusts Fundraiser

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: (✓) Charity Registration Number 1003859

Voluntary Organisation: ()

Company Limited by Guarantee: (✓) Company Number 2588103

Other – Please specify:

Q3 When was your organisation established? 1991

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.

At Hope House, we aim to ensure that children affected by conditions so serious that they're not expected to live longer than early adulthood enjoy, together with their families, the best possible quality of life, with access to specialist care and support, where and when they need it. As a charity committed to supporting children, young people and their families across Shropshire, and into mid and north Wales, we're here to help them be as comfortable, happy and fulfilled as they can by providing:

- Specialist nursing and palliative care at home, in the community and at the hospice
- Emotional and practical help to parents and other family members - advocacy, social work and a programme of sibling support.
- Bereavement support and specialist counselling to any family after the death of their child - whether or not we have previously cared for them.

Our mission is to ensure that no family faces the death of a child alone.
All of our services are free of charge to those who need them.

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

Hope House Children's Hospices comprises Hope House, Oswestry and Tŷ Gobaith, Conwy. This application relates to Hope House, Oswestry.

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

Please state which and attach a copy: Please find our Memorandum and Articles of Association attached.

Q7 What is your primary source of funding?

To offer all of our services free-of-charge to families, we need to find £6.3 million a year. Of this, just 14% comes from statutory bodies including the NHS. The statutory funding we receive has to be used towards our core running costs. The remaining 86% of our income is raised through our shops, lottery and by local people across the region, through their generous donations and legacies and by support of our fundraising events. Our income is precarious and it is therefore imperative that we continue in our fundraising efforts and do not rely on reserves, which will have to need to be substantial enough to sustain us in the event of a severe and prolonged drop in income.

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.

Our care team has identified a need for new weighing scales, so that we can monitor the weight of children and young people we support, living with life-threatening conditions. Many of these children are unable to access conventional weighing scales due to lack of independent movement and altered body posture. Our current scales are also too small for some of the wider wheelchairs now used by our older teenagers/young adults. The Healthweigh scales we would like to purchase (specification attached) are provided by Shekel, and are equipped with easy-to-access wide ramps and advanced movement technology that eliminates involuntary movement, making them safe and accurate.

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.

The complex medical conditions of many children mean that they struggle to put on weight. It is important that we monitor the weight of these children to assess whether they are getting adequate nutrition, imperative for gaining health.

Our older teenagers suffer from Duchenne Muscular Dystrophy, a devastating muscle-wasting condition which commonly causes obesity from the age of 14. For these young people, maintaining a healthy weight is important to prevent further complications such as Type 2 diabetes, high blood pressure, high cholesterol, breathing difficulty (asthma) and joint problems from developing.

The care team must also be able to record weight accurately, so that they can manage lifting and hoisting of all young people, and to ensure that all care equipment, including hoists and beds are sized appropriately and are safe to use for all those in our care.

The platform scales we have selected will allow children to be weighed accurately and in a comfortable and dignified manner.

120 (children and family members)

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

We currently care for 20 children from the Parish of Shrewsbury, and support their siblings, parents and other family members. We offer post-bereavement support to a further 11 families in the Parish. However, if we include the area immediately surrounding Shrewsbury, the number increases to 61 children and young people.

As we expect this item of equipment to be in use and support the work of our care team for many years to come, many more children will benefit in the future.

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?

In addition to inspections by CQC, we regularly review all of our services, and hold care team meetings to ensure that all staff are up-to-date with new equipment or procedures. The care, upkeep and maintenance of the scales will be carried out by our Facilities team, and our physiotherapists will train staff in their safe use. They will also observe and capture responses and feedback from both staff and service users in relation to the new scales.

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?

Our employer's liability insurance covers us for up to £10,000,000 and public/products liability, including medical malpractice, up to £5,000,000.

ii) **Do the leaders have the relevant qualifications and/or experience?**

As an organisation we ensure that all staff are appropriately trained for their role. Our multi-disciplinary care teams are skilled and qualified to deliver holistic and high-quality children's respite and palliative care, and include experienced palliative care nurses, community nurses, health care support workers, social workers, a dedicated transition nurse for young adults a neonatal link nurse and qualified therapists. Our Clinical Nurse Specialist delivers training in-house to ensure that the care team's skills are kept up to date.

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**

All staff and volunteers are regularly DBS checked and trained in safeguarding both in house and by organisations such as the police. In addition to an organisational health and safety policy, our Safeguarding Children and Adults Policies are regularly reviewed and updated, as is our Equality and Diversity Policy.

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 £
	N/A	

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 and provide a detailed breakdown as to how you have reached this figure:

We have a wide range of new equipment needs in 2020. While we have not submitted any other grant applications for this item, applications for support towards other specialist care items, including beds and mattresses, hoists and refurbishment of our hydrotherapy pool, have been made to the have been made to a number of regional and national trusts and foundations including the Wolfson Foundation, Mark Benevolent Fund, Garfield Weston Foundation and other town councils.

Project Expenditure Please list all items of expenditure for your project	Amount of Project
Healthweigh scales	£778.50
Project Income Please list how the project shall be funded Hope House Children's Hospices	£278.50
What is the difference? This should be the same as the amount of Grant you are applying for	£500.00

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?

If there is any shortfall, we will mark the funds donated by Shrewsbury Town Council as restricted, until the remaining funds can be raised. It is likely that we will submit further applications to local Town and Parish Councils to raise this.

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?

The Fundraising Team at Hope House is working towards increasing our income from fundraising activities by around £1.2 million over the next 5 years. This will help us to develop our services and reach more children and families. In order to achieve this, a fundraising strategy has been developed, focusing on further developments to donor engagement, donor communications, fundraising events and initiatives.

Your Accounts

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

Total Income	£9,081,378
Less Total Expenditure	£8,761,007
Surplus / Loss	£ 320,371
Savings (Reserves, Cash, Investments)	£6,000,000 (available reserves)

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:

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

1	Name:	Position: Chief Executive
2	Name:	Position: Treasurer
3	Name:	Position: Chairman

Any Other Information

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

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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 Hope House Children's Hospices

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: Chief Executive (and secretary)

Title: Mr **First Name:** Andy **Surname:** Goldsmith

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:

te: 28/01/2020

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:

Specification and quote for the wheelchair scales.

Please return your completed application form to:

Case study of a child we care for.

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

