



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)	The Shrewsbury Ark gets Sporty	GRANT AMOUNT REQUESTED	£1000
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Contact Details

Q1 Name of organisation making application:

.....The Shrewsbury Ark

.....

Name of contact for this application

Title: Mrs

First Name: Emma

Surname: Croall

Position held in the organisation: [REDACTED]

Contact Address, including full postcode:

[REDACTED]

Postcode: ...

[REDACTED]

Contact Telephone Number: [REDACTED]

Email address: [REDACTED]

About your organisation

Q2 What type of organisation are you?

Tick (✓) relevant category:

Registered Charity: (✓) Charity Registration Number
1163476.....
Voluntary Organisation: ()
Company Limited by Guarantee: () Company Number
Other – Please specify:

Q3 When was your organisation established?

.....08/09/2015.....

.....

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.

Our purpose exists to be there to help those in our community who are vulnerable, rough-sleeping, experiencing homelessness. our core aims remain to provide:

- Warmth
- Friendship
- Food
- Personal and laundry washing facilities
- Support with filling in forms
- Support with pursuing housing options
- On site GP
- Access to a phone and IT equipment
- Arts, Music, and Craft activities
- Other support needs when they are identified

to people in our community who are experiencing homelessness, rough sleeping, sofa-surfing, vulnerable, and often affected by substance misuse and / or mental health issues. Work we've been carrying out in Shropshire since 2008.

Ultimately, we provide a **RESPITE** from the hardships they face in daily living. We have recently overhauled our service provision to ensure the safety and security of all those who work in and attend the Ark. An easy to navigate referral system with clear criteria of who can access the day centre and what services we offer, ensures that those most in need of our services receive the personalised support they need to move on with their lives. We do not charge for our services and support.

In reflecting on 2023, and some of our achievements, we have supported:

7192 individual visits to our drop in day centre
316 unique clients of which 237 were new
159 clients accessed our on-site health services: GP; Hepatitis C Clinic; Dentist
16 clients were referred for specialist 121 counselling

42 clients received food parcels who were in accommodation and accessing Shrewsbury Ark support

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

.....N/A.....

.....

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

Please state which and attach a copy: ...Memorandum of association (attached)

.....

Q7 What is your primary source of funding?

Donations from individuals and companies. Shortly followed by grant 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 Ark clients have secured funding to attend a 'Sport work' project in 2024. This project aims to help individuals improve and learn basic maths skills; improve mental health and physical health; increase employability; improve confidence. Key aims of this project are that our Ark clients will leave with: improved maths skills; sports skills; boxing coaching qualification; and be mentored throughout the project. Whilst the course costs are 100% covered, we are planning to use the award of this grant to cover the transport costs of our clients travelling to and from this project. We've calculated this to be £1004.

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 know that as part of our individual client development plans, our homeless community need opportunities to engage in different activities which help them to develop specific skills, and confidence, trust, socialising with others. This all helps towards them building skills to live independently and away from a life on the streets by managing to live in their own home. Those people in Shrewsbury who fall into the category of being homeless benefit from the support The Shrewsbury Ark is able to give them in identifying their individuals needs and creating a personal plan. Alongside this, the wider community benefit from reduced homelessness on the streets whilst individuals are being cared for and engaged in ark activities, and overall outcomes of helping to reduce homelessness.

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

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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?

The success of the project will be measured as part of our individual ark client personal development plans. Sometimes this will be daily or weekly check ins with their support worker at our centre. We will set specific targets according to their individual need for what they personally want to get from the project, and measure success or otherwise against this. For example, if client A's target is to re-engage with his family members,

and through attending the sports works project they gain the confidence to make contact. Whilst we'll have immediate direct beneficiaries in our vulnerable client group benefitting from the project, we'll also be improving lives and opportunities for those others in contact with our clients, our immediate local community who will not have homeless people hanging around outside our premises because they're elsewhere occupied on the project. The wider area of Shrewsbury town centre will see less homeless people on the streets in the daytime because they're elsewhere engaged on the project.

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?

We have building insurance, public liability and indemnity insurances. Because of the nature of our clients we have to follow safeguarding policies. We also have alarm buttons and security systems in place in the building for staff and volunteers to use.

- ii. Do the leaders have the relevant qualifications and/or experience?

Within our organisation all staff and volunteers are qualified / trained according to the nature of their role. In terms of the organisations running the project specifics, they are also qualified to deliver their specific work elements.

- 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.*

Vulnerable Adults Safeguarding
Health and Safety
Equal Opportunities
CRB
Financial Reserves Policy
Volunteering

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 £
2023	Supporting volunteer costs	1000

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 £1000, 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
12 seater mini bus hire. Travelling Shrewsbury to Telford and back @ £50 per journey x 20 times.	£1000
	£
	£
	£
	£
Total	£1000
Project Income Please list how the project shall be funded	
The project itself is being funded by other grant sources.	£
	£
	£
	£
	£
What is the difference?	£0.00

This should be the same as the amount of Grant you are applying for	
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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?

We would need to pay for the travel out of our core income which will have a negative effect on other areas of our service. We would seek to find alternative funding.

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?

We employ a part time bid writer (1 day per week) who researches, explores, and makes suitable grant applications. We have a shop on Castle Street, Shrewsbury that is used as a source of income for us. We promote our work on social media across the Shrewsbury area and through this build engagement and support which helps to generate financial donations from both the corporate and individual sectors of our local community.

Your Accounts

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

Total Income	£312843
Less Total Expenditure	£25839
Surplus / Loss	£25839
Savings (Reserves, Cash, Investments)	£59816

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 provide 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: [REDACTED]
[REDACTED]

Sort Code: [REDACTED] Account Number: [REDACTED]

Bank/building society name: [REDACTED]

Bank/building society address: [REDACTED]
[REDACTED]

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

- | | | |
|---|-----------------|----------------------------|
| 1 | Name [REDACTED] | Position Chair of Trustees |
| 2 | Name [REDACTED] | Position Treasurer |
| 3 | Name | Position |

Any Other Information

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

We would welcome to invite members of Shrewsbury Town Council to visit our premises and see our work in action and meet our clients.

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 The Shrewsbury Ark (insert name of organisation):

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: [REDACTED]

Title: [REDACTED] First Name: [REDACTED] Surname: [REDACTED]

Organisation address: [REDACTED]

Postcode: [REDACTED]

Telephone: [REDACTED]

Signed [REDACTED] Date: [REDACTED]

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: [REDACTED]

Date: 24/01/24

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
Livesey House
7 St John's Hill
Shrewsbury
SY1 1JD**

Telephone: 01743 281010
Email: Helen.ball@shrewsburytowncouncil.gov.uk