

## APPLICATION FORM FOR GRANT 23/24

Please read the policy on pages 1, 2 and 3 before filling in the form.

1. Name/Address of Organisation:

1462 Wimborne Road, Bournemouth, BH10 7AS

\*Please note this location is our office and not where we provide support. We are an outreach service and provide support in the family home across Dorset, including Weymouth.

Name of person making the application: Sally Smith.

Position in organisation: Grants Partnership Manager.

Contact phone number: 01202 574877.

Email address: sally@homestartwessex.org.uk.

### About Your Organisation

2. Does your organisation:

	Yes
Have its own bank account, which requires two unrelated people to authorise cheques and make withdrawals?	YES
Have at least three members on its management committee	YES
Have a constitution, terms of reference or set of rules ( <i>please contact for help with this if needed</i> )	YES

3. Are you a registered charity? Yes:

If so, please give your charity number: 1109046.

4. Is your organisation part of, or affiliated to, a larger organisation?

If so, which:

We are part of the Home-Start national network but are not in any way funded as part of this. Instead we benefit from expert research and policy. We operate as an individual charity focusing on our catchment of Dorset.

5. Aims and objectives of your organisation; What does your organisation do and how does it benefit the residents of Weymouth?

Home-Start Wessex is a voluntary organisation offering support, friendship, and practical help to disadvantaged families with at least one child under five. Our mission is to give children the best possible start in life, by supporting parents so they grow in confidence, strengthening and enjoying their relationships with their children and widening their links with the local community. We provide early intervention to help families tackle their problems; preventing their situation from deteriorating, strengthening family relationships, and reducing the need to bring in statutory help.

Following the closure of Home-Start West Dorset (HSWD) on 31st October 2023, we have expanded our catchment with immediate effect to now include Weymouth. Existing volunteers based in Weymouth are transferring over from HSWD, and we will recruit and train new volunteers so that we can provide 1:1 home-visiting support to vulnerable families living in Weymouth.

We have been running for over 28 years and are an independent charity, separate to Home-Start West Dorset. Last year supported 402 families our most ever.

6. Where does your organisation meet?

We are an outreach service and provide support in the family home across Dorset, including Weymouth.

7. How often do you meet?

Families receive support weekly for 2-3 hours from a carefully matched volunteer who will support them for around 6 months, or until outcomes are met.

8. How many members does your organisation have?

We have 61 x volunteers / 5 x trustees and 13 staff (FTE 9).

9. How many people will benefit from this funding?

11.

10. How many of these are Weymouth Town Council area residents?

100%

11. How much funding are you applying for?

£2,820.

12. What is the total cost of your project?

£9,400.

**NOTE:** Weymouth Town Council will only approve allocations up to £5,000 in exceptional circumstances that are clearly detailed in question 15, with regard to the information in Policy point 6.

We are applying for this funding to expand capacity and provide 1:1 specialist emotional and practical support to 3 Weymouth families, provided by expert staff and volunteers.

Following our recent expansion, we are now supporting disadvantaged families with children under 5 who live in Weymouth. There is a great need for support here and when being serviced by Home-Start West Dorset (HSWD) who have now closed, this area had the greatest demand of all of West Dorset. 29 families were referred for Home-Start support in Weymouth last year.

Some volunteers are transferring over from HSWD and we will also recruit new volunteers from communities within Weymouth. An event will be held to provide a training update to existing volunteers living in Weymouth to bring them to the same level as our other volunteers.

We will hold a series of recruitment events held at supermarkets, libraries, and other community locations to recruit new volunteers. New volunteers will be provided with a 40-hour robust training programme, and be DBS checked and referenced. Once matched with a family in need, they receive continuous guidance from paid co-ordinators, regular training, and supervision.

Our 1:1 support within the family home offers a confidential, personalised, and targeted service which meets the individual needs of the parents and children. Working alongside families on a weekly basis for 2-4 hours we encourage/assist them in areas such as:

- Improving parent/child physical and mental health and wellbeing
- Helping to establish routines for household management
- Strengthening parent/child relationships
- Developing and increasing parenting skills
- Managing finances
- Reducing isolation/loneliness by accessing local or specialised services/groups
- Reducing stress caused by family conflict
- Making connections within the community, encouraging support networks

Although our targeted support usually lasts only 6 months, the longer-term impact for families and the wider community is significant.

Parents who have been supported previously have gone on to help the local community and economy as they have increased or improved personal aspirations regarding further study or employment. We keep in touch with families after support has ended and invite them to become volunteers for Home-Start or similar organisations which then enables support for more local families. This helps families to develop new/build on skills to improve their own lives, means they are well placed to make a lasting impact within the community. Parents supported will also have increased or improved personal aspirations regarding further study or employment in the local area.

13. Briefly describe the project or purchase you would like the funding for:

14. Which of the Council's priorities does the project contribute to?

- Improve the wellbeing of the people of Weymouth. YES**
- Manage the Council's assets and resources responsibly and transparently.
- Manage the Council's services effectively to meet the needs of the communities we serve.
- Work to become greener and cleaner in our activities as well as supporting our communities and partners to be as green as possible.
- Promote opportunities for economic success of the area.
- Strive for continuous improvement and service development.
- Work with partners to deliver our core values and strategy.

15. If your application is for between £3,000 and £5,000 please give full details of the **exceptional circumstances** relating to your request. Please see policy point 6 for examples of what constitutes exceptional circumstances

N/A
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16. How will you spend the money you are applying for? Please remember that Weymouth Town Council do not normally give grants for running costs unless associated with a specific project:

It costs an average of £940 to provide weekly support for one family for 6 months. Funding will be ringfenced specifically to deliver services in Weymouth.

Item	Amount
Volunteers travel expenses to visit a family weekly. £350 per family for 6 months	x 3 families = £1,050
Volunteer recruitment events and training costs (includes initial 10-week training programme plus additional specialist training and updates). £150 per volunteer	x 3 families = £450
Equipment and activity costs (Activity resources could be such things as children's books. £30 per family over 6 months	X 3 families £90
Staff to manage delivery of project in Weymouth. Includes meeting families to assess their needs, provide volunteer supervision, support, project monitoring and evaluation, administration, and volunteer peer support. £410 for 6 months per family	X 3 families £1,230
<b>Total</b>	<b>£2,820</b>

17. How else are you funding your project? Include grants from other organisations, fund raising and existing reserves:

To date we haven't yet received any funding specifically to support Weymouth families. Our expansion into the area was unexpected following the sudden closure of Home-Start West Dorset on 31<sup>st</sup> October 2023. We urgently need funds to enable us to provide support to families specifically living in Weymouth.

As an organisation, we have successfully secured funding from a range of funders, listed below but not for this project.

Source	£	Confirmed?
National Funders: National Lottery, Henry Smith, Garfield Weston		
Local: Alice Ellen Cooper Dean, Valentine Trust		
Statutory: Dorset Council commissioning.		
Fundraising: Events and online		
Corporate/Business donations		
Total		

18. How will the funding benefit the community or residents of Weymouth?

We carefully monitor and evaluate all of our work, recording where each family lives and categorising into areas. Any funds granted will be ringfenced and only used for the provision of support to those families living in Weymouth.

We apply for funding to provide 1:1 support to 3 disadvantaged families with young children who live in the Weymouth area. These families will be referred for our support by their healthcare professional as they are struggling to cope with their mental health and are isolated from their community. Other issues being faced will include lone parenting, financial hardship, long-term illness, disability, and domestic violence.

A grant will guarantee that we can help 5 families living in your catchment and recruit and train new volunteers from these communities.

As a result of being supported by our services the following outcomes will be achieved:

- Parent/child/family relationships will be strengthened.
- Parents and their children will have improved physical, mental and emotional wellbeing.
- Parenting skills will be developed/improved.
- Children's health/wellbeing/development will be improved.
- Parents will be in much better position to deal with their own issues as they arise.
- The life chances for children are significantly improved.

Vitality our service will provide a vital lifeline in re-connecting isolated families with their communities:

- Reducing family isolation and increasing social support networks
- Improving parent confidence and self-esteem to engage with community activities/services
- Increasing/improving personal aspirations to participate in employment/education/volunteering
- Increasing whole family access to health/education/community services

Our service transforms lives and the long-term impact for families and the wider community is significant.

As a result of our help families reported:

- 94% felt they had improved their parenting skills.
- 98% of parents reported improved wellbeing.
- 95% improved children's wellbeing.
- 96% felt better, had improved self-esteem / increased their confidence.
- 97% Families were less isolated and accessing local activities and services.

19. If your project focusses on a particular area of Weymouth, please give the name of the Councillor who is supporting your application?

N/A

20. How do you know that the groups you work with, or the local community, want this project to take place? Please detail any consultation undertaken:

Demand for our services increases yearly and last year surged by +63%. After years of pandemic pressure, many families are already at breaking point, so the new cost-of-living increases are pushing many further into crisis. Parents are telling us they are worried because they cannot afford to heat their homes and are missing meals so they can buy nappies and food for their children.

Parents are under more pressure, increasing the risk of children suffering from negative impact of conflict, relationship break-up and domestic abuse.

As well as emotional support to help them cope, more families need our volunteers to help them practically to access food, baby and clothing banks and housing, debt, budgeting advice.

Last year Home-Start West Dorset received 29 referrals and provided support to 17 families living in Weymouth. We are currently consulting with local healthcare referrers and existing volunteers and talking to other charities/organisations working in the area. As a result we know there are gaps in free services being offered to vulnerable families with young children, and a great demand for the Home-Start service to continue being offered by ourselves.

21. How will this funding lead to greater self-sufficiency and lessen the need for future applications?

We have an income generation plan which focuses on diversifying our income to not rely on grants. We also fundraise via events in person and online, and actively network with local businesses and corporates to support us with funding.

Your grant will greatly help us to start providing support immediately to families in Weymouth who need Home-Start support.

22. Weymouth Town Council declared a Climate and Ecological Emergency in 2019 and is keen to ensure that environmental impact reduction and opportunities for environmental enhancement are mainstreamed through its work.

How will this project help improve the environment and what mitigation measures will be put in place to limit environmental impacts such as use of single use plastics, waste generation, sustainable travel, reducing energy usage?

We are an environmentally supportive organisation, who recycle, we are now paperless and recently underwent an energy efficiency review. We do not use single use plastics and monitor energy usage to be efficient.

23. How is your organisation normally funded? Not applicable to new organisations:

Grants from local and national funders, council funding, fundraising events, business/corporate donations.

24. What are your current/planned subs/fees/charges?

N/A – Our services are provided free of charge.

25. The Council wishes to ensure that its limited grant budget goes to help those most in need. The Council will not normally fund events or activities for which a charge is made e.g. tickets for a dinner or a fee to attend a club. If it is intended to have a charge, please let us know how much people will be charged to access this project and what steps are to be put in place to ensure as many people as possible from Weymouth are able to access the project.

If a surplus is to be made please detail how and when these funds will benefit the communities in Weymouth: N/A

26. Have you applied for any other funds/grants towards the cost of this project or purchase? Please include details below:

We are in the process of applying for funding to support our new work across all of West Dorset.

27. What fund raising activities took place in the **last** 12 months and what fund-raising activities are planned for the **next** 12 months, if any?

No fund-raising activities specifically for this project have yet taken place due to the sudden closure of Home-Start West Dorset and our quick response to expand our catchment so families living in Weymouth are not affected. We have an active fundraising committee consisting of staff, volunteers and trustees who will plan/hold a series of events in Weymouth.

28. Anticipated income/expenditure for the next 12 months?

For our financial year 1st April 2023 – 31st March 2024 our predicted expenditure is £383,170. We still have £40,000 to raise.



29. Details of any grants or financial support received from local authorities including Weymouth Town Council in the past three years with dates:

2021/22 £9,975 (East Dorset only)

2021/22: £9,975 (East Dorset only)

For 2022/23: Dorset Council have provided core funding (not for support in Weymouth, this is for our previous catchment of East Dorset. £9,975. Dorset Council, for commissioned service to deliver school readiness groups, again only in East Dorset £9,500. Dorset Council, DFM programme – again only in East Dorset £10,000.

30. Grants from non-local authority sources in the last three years with dates, if you have any:

Please refer to question 17 above. We haven't yet received any grant specifically for this project. As an organisation we work hard to source grants from a range of local and national funders. Please find provided with this application, a copy of our Annual Review and Impact Report for 2022/23 which provides this information.

31. Has the project that you want the funding for already happened? No

32. Will you be passing the funding on to any other groups (except to pay for goods and services)?

No

33. If the funding is for security measures do you have the support of the local police and/or crime reduction officer?

No/Not applicable

34. If the funding is for work with vulnerable adults or children, do you have the support of either Adult Social Care or Children's Services at Dorset Council?

No/Not applicable

Please give us details of the bank account that the grant should be paid into if approved (this cannot be a building society passbook account):

Name of Account: [REDACTED]

Account number: [REDACTED]

Sort Code: [REDACTED]

**Please ensure you have read the policy on pages 1 - 3 before signing the form.**

*Checklist (please tick the appropriate boxes)*

*Have you submitted the following?*

- A copy of your most recent accounts (not more than 12 months old);

- Your most recent bank account statement & details of any other investments/savings (not more than 3 months old);
- A copy of your constitution / terms of reference / set of rules;
- A copy of the notes from your last Annual General Meeting;
- Details of your organisation's officers;
- A copy of your safeguarding policy if your group works with vulnerable adults, or children;
- A copy of your adopted equal opportunities policy or statement;
- Any other documentation you feel may help in assessing your application.

**Privacy Notice**

In accordance with the General Data Protection Regulation (GDPR), I/We agree that Weymouth Town Council will process and hold personal information about me/us and my/our group or organisation only in relation to this grant application. I/We consent to my/our personal information, including that contained in this form, being stored manually and/or electronically by Weymouth Town Council. It will be held securely and treated confidentially for six years after an application is made. I/We understand that it will only be accessed by authorised staff members to manage the grant application process.

I also understand that Weymouth Town Council may pass details onto an official organisation where required to do so by law or contract. I/We understand that my/our data will be disposed of securely six years after the application and that I/we have the right to correct the information at any time. I/We have been made aware of my/our rights under GDPR.

**Declaration:**

I/We declare that the information confirmed in this application is correct and that any grant received will be applied as detailed in the request.

I/We declare that we have read the policy on pages 1 - 3 and that our application complies with the policy.

I/We declare that I/we have included all the requested information.

I/We fully understand that if I/we do not include the requested information and/or if mine/our application does not comply with the policy, the application may be rejected.

I/We fully understand that we will need to attend a Finance and Governance Committee meeting to present our request.

Signed: 

Name: Sally Smith.

Date: 12<sup>th</sup> December 2023.

**For Office Use Only**

Grant applications must be checked against the following criteria. Any questions where the answer is no must be reported to the Finance and Governance Committee meeting where the application is being considered and must form part of the formal agenda items list for that meeting.

Yes	No (investigate)	
✓		The grant will result in a benefit for the area covered by the Town Council and will contribute positively to the area of Weymouth?
✓		Does the grant exclude ongoing running costs?
n/a		If the application is for running costs has the applicant included plans for where future running costs will be found from?
✓		Is the grant for a group and not for individuals or organisations whose function is primarily undertaken by the health authority or Dorset Council's Social Services?
✓		Is the grant for non-political or non-quasi-political organisations or projects?
✓		Is the grant application for £3,000 or less?
n/a		For applications between £3,000 or £5,000, has the applicant fully detailed the exceptional circumstances?
	awaiting AOM Minutes	Does the application include the required financial and organisational information?
✓		Is this the only application in this financial year from this group or organisation?
✓		Is the applicant based in the Town Council area? If not, has the applicant detailed what proportion of beneficiaries of the grant reside in the area?
✓		Is the application for future funding? (i.e. not retrospective)
✓		Is the grant for the sole use of the applying group and not to pass on money?
✓		Has the applicant demonstrated how one-off grant funding will lead to greater self-sufficiency and lessen the need for future applications?
n/a		For applications for funds for security measures, does the applicant have the support of the local police or crime reduction officer?
n/a		For projects involving vulnerable children or adults, do the organisers have the support of Adult Social Care or Children's Services at Dorset Council?
✓		Will a representative be attending Finance & Governance Committee?

Assessing officer: Helen Legg

Date of assessment: 19/12/23

Decision (delete as applicable): ~~reject~~ / ~~return for further information~~ / proceed to committee

Approved as agenda item for the Finance and Governance meeting on: 7/12/24