

Community Chest Application Summary 2016/2017

Local Authority	St Edmundsbury Borough Council
Organisation	The Voluntary Network – Community Car Service
Amount Requested	Yr1 - £5,310 / Yr2 - £4,434 / Yr3 - £4,304 <i>£14,048 over three years</i>
Total Project Cost	£61,796
Match Funding	In-kind contributions including management and overheads
Partnerships	Age UK Suffolk, GPs, Day Centres, Housing Associations
West Suffolk Bid?	Yes

Key Points

- Recruit 10 volunteer drivers throughout St Edmundsbury
- Train volunteers with Minibus Driver Awareness Scheme (MiDAS), Safeguarding and regular licence / vehicle checks
- The service would be used to assist people to attend medical appointments, hospitals, health centres as well as visiting relatives and friends in nursing homes for people who find it difficult to access public transport.
- Independent active living promotes a healthier lifestyle, social interaction promotes a greater sense of wellbeing reducing the onset of mental health issues.
- The project aims to work with a range of partners including Age UK Suffolk, GP Surgeries, Day Centres, Housing Associations, Health Initiatives and social groups.
- Any journey that is more appropriate for a Dial a Ride type service will be referred accordingly ensuring that passengers are provided with a full range of travel options / support.

**St Edmundsbury Borough Council
 Community Chest Grant Application Form
 Part A**

Community Chest funding supports voluntary and community groups who make a contribution to improving the quality of life for people in West Suffolk. The information you provide will help us consider your application. If you have any questions, please give us a call on 01638 719763. Before completing this form, we ask you to please read the guidelines, which are available on:

<http://www.westsuffolk.gov.uk/community/community-grants.cfm>

Please return your completed, signed form and supplementary documents to:

richard.baldwin@westsuffolk.gov.uk

1. Name of your organisation(s):

2. Organisation address details

Address Ln1	The Old Courts		
Address Ln2	147 All Saints Road		
Address Ln3			
City/Town	Newmarket	Postcode	CB8 8HH
Main phone	01638 608022	E-mail	caroline@thevoluntarynetwork.org
Website	www.thevoluntarynetwork.org		

Main Contact Person		Second Contact Person	
Title	Mrs	Title	Mrs
Forename	Caroline	Forename	Warwick
Surname	Robinson	Surname	Hirst
Role	Manager	Role	Chairmam
Daytime Tel No.	01638 608022	Daytime Tel No.	██████████
Mobile No.	██████████	Mobile No.	
Email	As above	Email	██████████
Address Details (if different from Org address)		Address Details (if different from Org address)	
Ln1		Ln1	
Ln2		Ln2	
Town		Town	
Post Code		Post Code	

About your organisation

3. What local authority area(s) does your organisation work in?

Forest Heath and St Edmundsbury

*Community Chest funding is offered by both Forest Heath and St Edmundsbury councils. As the decision making process is different any projects applying for funding across West Suffolk, must apply separately.

4. What is the status of your organisation?

Registered charity	<input checked="" type="checkbox"/>	Charity number:1082478
Applying for charitable status	<input type="checkbox"/>	
Company limited by guarantee	<input checked="" type="checkbox"/>	Company number: 3954998
Community Interest Company	<input type="checkbox"/>	
Part of a larger regional or national charity (Please state which one)	<input type="checkbox"/>	
Constituted Community Group	<input type="checkbox"/>	
Social Enterprise	<input type="checkbox"/>	
Other (Please specify)	<input type="checkbox"/>	

5. How many people are involved in your organisation?

Management committee	4	Service users	2000
Full Time staff / workers	2	Volunteers and helpers (non-management)	200
Part Time staff / workers	24		

6. What is the purpose of your organisation? Please briefly describe why your organisation was set up, its aims and objectives and who primarily benefits from your organisation.

The Voluntary Network operates Community Transport and a Befriending Service. We provide support across Forest Heath and St Edmundsbury, with offices in both Newmarket and Haverhill.

All our services are aimed at supporting the most vulnerable members of our community. Predominantly older people, helping them to maintain their highly valued independent living. Our services promote interaction, be it socially attending day centres, social clubs or being visited by a Befriender. We also promote preventative measures, Community Transport assists people to attend medical appointments, independent active living promotes healthier lifestyle, social interaction promotes a greater sense of wellbeing reducing the onset of mental health issues.

7. What was your organisation's total income for last financial year?
8. What was your organisation's total expenditure for last financial year?
9. Does your organisation have more than six months running costs? Yes / **No**
10. What are your organisation's current unrestricted reserves or savings?
11. West Suffolk prioritises building resilient families and communities that are healthy and active. Please indicate which of the following areas your project contributes towards:

x	A thriving voluntary sector and active communities who take the initiative to help the most vulnerable.
x	People playing a greater role in determining the future of their communities.
x	Improved wellbeing, physical and mental health.
	Accessible countryside and green spaces.

About your project – why are you applying for this funding?

12. What do you want the funding for? Please be specific. Please note that 'project' is meant to describe the project for which you are seeking funding, and not your organisation.

Bury St Eds – Community Car Service

We currently operate a Community Car Service across the Forest Heath, Haverhill and neighbouring East Cambs area. We carried out over 5000 passenger journeys. There is however no Community Car Service in the Bury St Edmunds area. We are often asked to assist by Bury St Eds area residents but simply do not currently have a volunteer base in that area and as such the expenses incurred mean our current service would be costly.

We would like to establish a service, based from our Haverhill office. We would firstly look to recruit and train volunteer drivers, at least ten would be needed to start the scheme. We would then be able to market the service in the Bury St Edmunds area. Whilst there are often good transport links to West Suffolk Hospital itself from some villages not all residents can readily access public transport. Many need to travel to other destinations, alternative health centres such as Papworth or visiting relatives in nursing homes.

13. How has the project been developed out of the community's desire to improve the lives of local people? What evidence do you have that there is a need for this project? Please include sources of evidence, including any public/user/community consultation.

Our existing Community Transport services are well established, carrying out over 5000 passenger journeys. As the existing experienced operator of a Community Car Service we know the value of the service. A survey of existing passengers is currently underway. When asked what difference the service makes results to date are as follows – nb. Some passengers selected more than one option

- Maintain independence 39%
- Reduce isolation 19%
- Participate in community 19%
- Access to services 24%
- Medical Appointments 44%

Last week alone we had 5 requests from the Bury area, all of whom had been refused hospital transport and were not able to do that particular journey on the Bury Dial a Ride. None of them felt able to use public transport. As such they are faced with high taxi costs which they invariably cannot afford, leading to missed appointments and distress.

14. How will the project help local people to support one another?

We will develop a team of volunteer drivers from the Bury St Edmunds area. Drivers will receive MiDAS training, Safeguarding and regular licence/vehicle checks.

The scheme will be promoted with all relevant local organisations and health centres, providing an immediate solution. Passengers will be enabled to participate in their local community, to access local support services, to remain healthy and avoid preventable crisis points.

Support services will be better placed to assist by removing the transport barrier for those who would otherwise be isolated.

15. Are you working with any other organisations on this project? Yes

If yes, please state the names of these groups and the nature of the relationship.

We will develop links with local organisations in the Bury St Edmunds area. Whilst this is a relatively new area for us to provide a Community Transport service we do in fact already operate a Befriending Service in and around Bury St Edmunds.

As such we have strong links with Age Uk Suffolk and relationships with local GPs surgeries have already been established. We will look to further cement our connections with other local groups such as Day Centres, Housing Associations, Health initiatives and social groups.

We would look to refer any journey that is more appropriate for a Dial a Ride type service to the current provider, ensuring that passengers are provided with a full range of travel options/support.

16. When will the project start?

17. When will the project finish? or is the project ongoing?

If this is an ongoing project, how will it be funded and continue going when the funding ends?

We will need to continue to seek grant funding towards this type of service. However there is a small admin charge as part of the customer charge. As patronage builds we can draw upon a more significant Admin budget to put towards our costs.

As an existing provider we can utilise our existing staff expertise and Midas trainer. We can utilise our existing database thus only incurring costs for the extra administration, training, safeguarding and marketing.

We would need to secure extra hours however in order for a member of staff to establish and then maintain such a service.

18. Which years funding are you applying for?

19. How many people do you expect to benefit directly from the project on either a weekly, monthly or annual basis?

20. What results (including targets/numbers) do you expect to see as a result of the funding and how do these relate to the Community Chest funding criteria?

- A thriving voluntary sector and active communities who take the initiative to help the most vulnerable. We will continue to monitor all passenger journey information, continuing to increase the passenger journeys carried out. We will develop a contact list and relationships with all relevant organisations. We will continually review and refresh this information.
- People playing a greater role in determining the future of their communities. We will aim to recruit and train 10 new volunteer drivers in year one, with a further 5 volunteers each year thereafter.
- Improved wellbeing, physical and mental health. By establishing this service we will enable passengers to readily attend health services, the predominant need of Community Car Service users. By doing so they will be able to access preventative services. We will monitor all journey purpose information.

21. What is the total cost of the project?

Please provide a full breakdown of the total cost of this project, including VAT if applicable along with any in-kind contributions such as volunteer hours.

Item or activity	Cost (£)
As per attached budget	
Total cost of items listed above:	

22. How much funding are you applying to us for?

23. What funds have you raised so far for this project?

Source	Amount (£)
Overheads and database costs are supported by existing services. In particular the Database which is costly for a small service but essential for one which is so administratively heavy.	
Total fundraising:	

24. What other funders have you applied to for further funding for the project?

Funder	Amount (£)	Timescale for decision
As per budget		
Total:		

25. What other grants and contracts has your organisation received over the past year from either Forest Heath District Council or St Edmundsbury Borough Council?

Funder	Amount (£)	Reason for funding
Forest Heath District Council		Community Transport
Total:		

Budget Bury St Edmunds Community Car Service

Community Car Service Bury St Edmunds

Expenditure	16-17	17-18	18-19	Notes
Salaries 5 hours a week @ £8.50	2210	2254	2254	2% inc on yr 2
NI	350	360	360	
Training Costs	800	400	400	
Safeguarding	100	100	100	
Telephone/Mobile	400	450	500	
IT Costs	250	250	250	
Stationery	600	620	640	
Insurance	300	300	300	
Marketing	800	500	500	
TOTALS	5810	5234	5304	

Admin Income	500	800	1000	
Total Cost	5310	4434	4304	

Community Car Service

Survey Results: October 2015

Q1). Please state the town/village/parish that you represent

Newmarket	8
Cheveley	1
Exning	3
Fordham	1
Hundon	3
Gazeley	2
Cowlinge	1
Brandon	7
Mildenhall	4
Balsham	1
Haverhill	24
Helions Bumpstead	1
Horseheath	1
Lakenheath	1
Swaffham Bulbeck	1
Sturmer	1
West Wickham	1
Clare	1

Total number of Replies: 67 to date

Q2). Please indicate your Age Group?

Under 16	
16-25	
25-64	7
65 years and over	61

Standard of our Service

Q3). How do you rate the Community Car Service?

xcellent	56
Good	10
Adequate	
Needs Improvement	
Poor	1

Q4). How would you rate the helpfulness of our Volunteer Drivers

Excellent	57
Good	9
Adequate	
Needs Improvement	
Poor	1

Q5). Would you recommend the service to others

Yes	67
No	

Impact of Service

Q6). What difference does the service make to you?

Maintain Independence	26
Reduce Isolation	13
Participate in your Community	13
Access to local services	16
Attend Medical Appointments	44

Q7). If the Community Car Service was not available how would it affect your life

Very Much	38
Make things a little more difficult	22
Hardly at all	1

Q8). Please make any additional comments

--Allows contact outside the home

--No other means of transport x 3

--Allows participation in community events

--Allows me to live independently

--This service make such a difference to my life x 2

--Would like to be able to use the Dial a Ride service to go to West Suffolk Hospital

--I enjoy my journey chatting to the driver

--This service helps a lot of people, I am very grateful