

Community Chest Application Summary 2018/2019

Forest Heath & St Edmundsbury councils



Local Authority	SEBC
Organisation	Home-Start Mid and West Suffolk
Amount Requested	£19,846 (2018-19) £20,202 (2019-20)
Total Project Cost	£40,048 (£20,024 p.a.)
Match Funding	£0
Partnerships	Informal partnership with landlord housing association of Coupal Court, Haverhill
West Suffolk Bid?	Yes – application made to FHDC but for different services

Overview

This funding will support and develop Home-Start within Haverhill. Home-Start MWS have been supporting families in Haverhill during the last year with their Stepping Stones project for which funding will cease in November 2017. Evidence from the Stepping Stones project shows there is a high level of families who are struggling with everyday life and this affects their children's well-being and consequently their learning. Through this project, Birth & Beyond Home-Start MWS are wanting to offer:

- Home visiting service carried out by trained volunteers who will visit weekly to offer a professional befriending service.
- Weekly Parent and Child group which will include play activities for parents and their children
- Treasure baskets for the under 1's run by a family coordinator and trained volunteers.
- Story sack sessions for 2-4 year olds facilitated by a group worker and trained volunteers
- Journey to School/ Nursery in partnership with the local schools.

Home-Start MWS aim to recruit volunteers who are local to this area who will understand what life is like for families living in this area. The funding will cover the costs of the 6-week prep course for the volunteers and their mileage to the family home, the Family Coordinator's hours to enable them to offer the volunteers 6 weekly supervision and carry out assessment of needs with the parents.

Outputs

- Groups usually have between 15-20 families attending each week. The new Haverhill group already has 25 parents registered
- Support 10 families with home visiting service.
- 6 parents and baby at Treasure baskets - courses run 3 times a year
- 6 parents and on average 2 children at Story sacks – courses run 3 times a year
- Journey to nursery will depend on the school intake that year but going on evidence from this project running in Newmarket last summer we had 13 parents attend out of a 20 intake . We will run from 2 primary schools in Haverhill

Outcomes

The project expects the following outcomes with parents:

- Increased self esteem and confidence
- Improved parenting skills
- Improved skills and abilities to meet their child's emotional and social needs
- Increased ability to come up with the solutions they need to solve any issues they are experiencing
- Opportunities to look at what they need in preparing their children to starting education
- Empowering families to help themselves, with support to take small steps to making changes and to support parents to understand their role in being their child's first educators and supporting the children to become independent well-adjusted young people.

Outcomes are measured using MESH, (Monitoring & Evaluation System in Home-Start) developed by Home-Start UK to provide evidence on the difference support makes for families.

Data is collected from families throughout their journey with Home-Start – starting at initial discussions, during reviews and at the end.

Finances

Income for last financial year – £381,411

Expenditure for last financial year - £313,459

Reserves

£78,400

Request breakdown

Scheme Manager @£16.14 p.h. (uplift Yr 2)

Family Co-ordinator home-visiting service and facilitation of Birth & Beyond sessions @ £12.68 p.h. (uplift Yr 2)

Business Manager to recruit volunteers @£16.14 p.h. (uplift Yr 2)

Group Worker to facilitate weekly group and Birth & Beyond sessions, collate registrations and enter data @£11.69 p.h. (uplift Yr 2)

Scheme Support Officer to collect data, DBS checks and evaluation reporting @£10.03 per hour (uplift Yr 2)

Volunteers mileage home visiting, group and B&B project

Group Worker mileage @ £0.45 p.m.

Group venue for 3 hours per week at £8 per hour

Home-Start insurance, policies, quality assurance, legal costs and organisational support

Group refreshments

Group materials

Previous Community Chest funding

2017-18 - £35,675 – SEBC - to run four parenting groups across the Borough

2017-18 - £9,800 – SEBC – parent and family support

2016-17 - £13,250 – SEBC – parent and family support

2015-16 - £5,000 – SEBC – volunteer recruitment

2017-18 – £9,800 – FHDC – parent and family support

2016-17 - £13,250 – FHDC – parent and family support

Officer comments

Supported by 1 Families and Communities Officer

*St Edmundsbury*
BOROUGH COUNCIL

Forest Heath & St Edmundsbury councils

West Suffolk
working together**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 01284 757077. 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: polly.kane@westsuffolk.gov.uk.

Please note: This form is for applications to the St Edmundsbury Borough Council Community Chest grants scheme. If you wish to apply to Forest Heath District Council the form can be found on the Community Grants page above. [If you wish to apply to both councils, you will need to complete a separate form for each, clearly stating how your activity will benefit the area.](#)

1. Contact details

Organisation/lead partner name	Home-Start Mid & West Suffolk
Organisation Address	The Principals House, Kerrison, Thorndon, Eye, Suffolk
Postcode	IP23 7JG

Organisation main email	office.homestartmidandwestsuffolk.org.uk
Organisation main tel.	01379 678552
Organisation website	www.homestartmidandwestsuffolk.org.uk

Organisation Twitter	
Organisation Facebook	https://www.facebook.com/homestartmidandwestsuffolk/

Contact person 1 (main contact)		Contact person 2	
Name	Amanda Jacques	Name	Angela Dennis
Position in organisation	Scheme Manager	Position in organisation	Business Manager
Daytime tel.no	01379 678552	Daytime tel.no	01379 678552
Mobile		Mobile	
email	amanda@homestartmidsuffolk.org.uk	email	angela@homestartmid suffolk.org.uk
Address if different to organisation's		Address if different to organisation's	
Postcode		Postcode	

2. About your organisation

2.1. Which local authority area(s) does your organisation currently work in?

Mid & West Suffolk Districts

2.2. What type of organisation are you? (please check the relevant box)

Registered charity	<input checked="" type="checkbox"/>	Charity number:1127760
Applying for charitable status	<input checked="" type="checkbox"/>	
Company limited by guarantee	<input type="checkbox"/>	Company number:6674059
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"/>	What type?:
Other (Please specify)	<input type="checkbox"/>	

2.3. How many people are currently involved in your organisation?

Trustees	5	Management board	
Management team	2	Service users	
Full time paid staff/workers	2	Volunteers and helpers (non-management)	65
Part time paid staff/workers	5		

When did your organisation start?

Year

2.4. What is the purpose of your organisation? Please briefly describe why your organisation was set up, its aims and objectives, what activities it carries out and who primarily benefits.

Families and children are at the centre of the work that HSMAWS does. We support families who may be struggling to cope with a variety of challenges including post-natal illness, disability, isolation, the demands of parenting young children, bereavement or multiple births. Many parents with whom we engage struggle to cope with everyday tasks, and this in turn leads to unhappy children, or children who become at risk.

Our ethos is to help families identify their own goals, where they are now and how we can work towards achieving them. Often parents feel isolated and have difficulty finding or accessing services. During the last year 94% of parents reported that they felt less isolated after Home-Start support and 93% said they had accessed appropriate services. Our support helps to prevent difficulties from escalating into crises. We work to strengthen families by helping parents to help themselves: to become happier, more confident parents, fully engaged with their children.

We offer workshops for families to supporting their child's learning from Birth and Beyond, these include Treasure baskets, Story sacks as well as our very popular parent and child course called Journey to School. Many school across Mid/West Suffolk are interested in this project running in partnership with their school

We achieve this through a team of over 65 volunteers selected for their experience, understanding of parenting, supervised and supported by staff coordinators. Each volunteer will visit a family in their home each week with coordinators supporting this work by regularly reviewing families, ensuring the level of support is appropriate and relevant in meeting the initial aims negotiated with the family.

We offer families who do not wish to have a home visiting volunteer, the opportunity to receive confidential, non-judgmental support through our weekly Family Group, where they have the opportunity to speak in confidence to our Group Leader or volunteers.

Maximum 300 words

- 2.5. What was your organisation's total income for last financial year? (your branch if part of a larger organisation) £381,411
- 2.6. What was your organisation's total expenditure for last financial year? (your branch if part of a larger organisation) £313,459
- 2.7. Does your organisation have more than six months running costs?
Yes/No
(your branch if part of a larger organisation)
- 2.8. What are your organisation's current unrestricted reserves or savings? £78,400

(your branch if part of a larger organisation)

3. About Your project

- 3.1. 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. Please include outputs (what you will deliver).

This funding will support and develop Home-Start within Haverhill as we have been supporting families in Haverhill during the last year from our Stepping Stones project. This funding finishes in November 2017. Evidence from our Stepping Stones projects shows there is a high level of families who are struggling with everyday life and this affects their children's well-being and consequently their learning. Through this project, Birth & Beyond we are wanting to offer:

Home visiting service carried out by our trained volunteers who will visit weekly to offer a professional befriending service.

Weekly Parent and Child group which will include play activities for parents and their children following our Big Hopes Big Future programme supported by our Group worker and volunteers.

Treasure baskets for the under 1's run by a family coordinator and trained volunteers.

Story sack sessions for 2-4 year olds facilitated by a group worker and trained volunteers

Journey to School/ Nursery in partnership with the local schools.

We aim to **recruit volunteers** who are local to this area who will understand what life is like for families living on the bases and in this area. The funding will cover the costs of the 6-week prep course for the volunteers and their mileage to the family home, the Family Coordinator's hours to enable them to offer the volunteers 6 weekly supervision and carry out assessment of needs with the parents.

Maximum 300 words

- 3.2. How does your project contribute towards the council's Families and Communities Strategy and Families and Communities Approach? Please refer to guidance and reference both in your answer.

We feel our services contributes towards your Families and Communities Strategy and approach as the 5 key elements run alongside our Home-Start outcomes.

- 1) Our group will offer families a safe non-judgmental space where they can make friends and feel they belong thus bringing the community together. The groups are spaces where people are listened too, valued, supported with parenting their child, supported with their child's emotional and social needs and building their self-esteem and confidence.
- 2) Our home visiting service supports parents to come up with the solutions they need to solve any issues they are experiencing with the support of a

trained volunteer. Each person is treated as an individual and when setting targets with the families this is done firstly by identifying their strengths and what needs to happen to bring about change. This ownership will build their self-esteem and confidence.

- 3) Offering families space and opportunities to look at what they need in preparing their children to starting education,
- 4) Home-Start empowers families to help themselves, with support to take small steps to making changes and to support parents to understand their role in being their child's first educators and supporting the children to become independent well-adjusted young people.

Maximum 300 words

3.3. How many people will benefit from your project (on a weekly, monthly or annual basis) and how? Please include outcomes (how your project will benefit the people who are involved in it) and how you will collect evidence of this.

- On average our groups usually have between 15-20 families attending each week at new Haverhill group we have 25 parents registered
- We aim to support 10 families with our home visiting service.
- 6 parents and baby at Treasure baskets and will run these courses 3 time a year ,
- 6 parents and on average 2 children at Story sacks will run these course 3 time a year
- Journey to nursery this will depend on the school intake that year but going on evidence we have gather from this project running in Newmarket last summer we had 13 parents attend out of a 20 intake . We will run from 2 primary schools in Haverhill

Maximum 300 words

3.4. Are you working with any other organisations/groups on this project? **Yes**
/ No

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

We have an informal partnership with Newberry Housing association supporting the residents of Coupal Court in partnership with Cartwheels Children's Centre.
Last year West Suffolk District Council funded Home-Start to support Clients at Coupal Court and this work will build on this.

Maximum 150 words

- 3.5. What evidence do you have that there is a need for this project? Please include sources of evidence, including any public/user/community consultation and research you have carried out.

We use a well-established monitoring and evaluation system, MESH, (Monitoring & Evaluation System in Home-Start) developed by Home-Start UK to provide evidence on the difference our support makes for families. Data is collected from families throughout their journey with Home-Start – starting at initial discussions, during reviews and at the end when it has been identified that our volunteer is no longer required for home visits. Our volunteers receive regular six-weekly feedback and supervision meetings, carried out by our Family Co-ordinators, ensuring that we remain focused, not only on a positive outcome for our families, but also on our volunteers' health and well-being. The families receive regular visits and reviews, ensuring that the journey to improving life for both parents and children is on track. The reviews are a collaborative way of working between staff, volunteers and families, all working toward the achievement of positive, desired outcomes and a better, brighter future for children. Our Board of Trustees closely scrutinise the data collected against agreed outcomes at their regular meetings. A funding group which includes Trustees and Staff ensure that monitoring is undertaken in accordance with the requirements of funders.

Maximum 200 words

- 3.6. How has the project been developed out of the community's desire to improve the lives of local people? What role have users and/or the community had in developing this project?

Through discussions with the clients at Coupal Court and the local Children's Centre it became apparent that there is a need for this project. The local Children Centre felt there is a need as they do not run a parent and child support group and felt having an outside agency could fill this gap in service. We started a pilot group within the Children's Centre in September 2017 and we had 25 families attend the first session. We also received a self-referral for our home visiting service.

We consulted families we have supported over the last year and they have said they would like additional support in:

- Understanding their child's development
- Why children do the things they do and
- What they can do to support their child's learning

Our Birth & Beyond Project would support these concerns in a fun and educational way, it addresses things like

- Developing early attachment
- Understanding why children need to take risks,
- The value of spending quality time with you child which can impact on their behaviour.

Maximum 200 words

4. Timescales and sustainability

- 4.1. When will your project start and end? (the period for which you are asking the council for funding)

Start date

End date

- 4.2. If this is an ongoing project, how will it be funded and supported after the end of the grant period?

Home-Start Mid & West Suffolk are very proactive and creative in looking for additional funding to keep our projects running. We will look at different funding streams throughout the project to enable us to facilitate our work within Haverhill.

Maximum 150 words

5. Funding request and budget

- 5.1. Which years are you applying for funding for? Please delete as applicable

2018/2019	2019/2020
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- 5.2. What is the total cost of the project? (project costs only, not for your whole organisation and not just the funding you are requesting)

- 5.3. Please provide a full breakdown of the total cost of this project, including VAT if applicable. Please only include direct expenditure for this project.

Item	Amount
Staff and volunteers (including roles, hourly rates and NI/tax contributions where applicable)	
Year 1	
Scheme Manager to oversee project @£16.14 per hour	£647
Scheme Manager mileage @£0.45 per mile	£113
Family Co-ordinator home-visiting service and facilitation of Birth & Beyond sessions @ £12.68 per hour	£5418
Family Co-ordinator mileage @ £0.45 per mile	£675
Business Manager to recruit volunteers @£16.14 per hour	£129
Group Worker to facilitate weekly group and Birth & Beyond sessions, collate registrations and enter data @£11.69 per hour	£5073
Group Worker mile @ £0.45 per mile	£1251
	£522

<p>Scheme Support Officer to collect data, DBS checks and evaluation reporting @£10.03 per hour £3132</p> <p>Volunteers mileage home visiting, group and B&B project</p> <p>Year 2 £667</p> <p>Scheme Manager to oversee project @£16.67 per hour £113</p> <p>Scheme Manager mileage @£0.45 per mile £5588</p> <p>Family Co-ordinator home-visiting service and facilitation of Birth & Beyond sessions @£13.11 per hour £675</p> <p>Family Co-ordinator mileage @ £0.45 per mile £133</p> <p>Business Manager to recruit volunteers @£16.67 per hour £5217</p> <p>Group Worker to facilitate weekly group and Birth & Beyond sessions, collate registrations and enter data @£12.02 per hour £1251</p> <p>Group Worker mile @ £0.45 per mile £532</p> <p>Scheme Support Officer to collect data, DBS checks and evaluation reporting @£10.24 per hour £3132</p> <p>Volunteers mileage</p>	
<p>Overheads (including items such as venue/office costs, utilities, back office services, insurance)</p> <p>Year 1</p> <p>Group venue for 3 hours per week at £8 per hour £0</p> <p>Home-Start Levy- insurance, policy, quality assurance, legal costs and organizational support. £351</p> <p>Year 2</p> <p>Group venue for 3 hours per week at £8 per hour £0</p> <p>Home-Start Levy- insurance, policy, quality assurance, legal costs and organizational support. £357</p>	
<p>Equipment and resources</p> <p>Year 1</p> <p>Group refreshments £300</p> <p>Group materials £500</p> <p>Birth & Beyond resources £1536</p> <p>Year 2</p> <p>Group refreshments £300</p> <p>Group materials £500</p> <p>Birth & Beyond resources £1536</p>	
<p>Other</p> <p>Year 1</p> <p>Marketing £200</p> <p>Year 2</p> <p>Marketing £200</p>	
<p>Total</p>	<p>£</p>

5.4. Please provide a full breakdown of all other funding and in-kind support* you have secured for this project.

Item	Amount
Funding already secured (please detail funders, amounts and funding periods individually)	
Volunteer contributions (including estimated hours given and roles)	
Equipment and resources (please itemize)	
Other	
Total	£

*In-kind support is assistance and items you would normally expect to pay for, but which you are getting for free, such as volunteer hours or a free venue. You might find it useful to give volunteer hours a value, such as the minimum wage, or higher if you have volunteers with particular expertise it would be expensive to pay for.

5.5. What other funders have you applied to for this project but have not yet had a decision from?

Funder	Amount requested	Decision timescale
	£	
	£	
	£	

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

2018/19 **2019/20**

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

Funding source	Amount (£)	Reason for funding
2015-16 Community Chest	5,000	Community support services in home visiting and group work including delivery of specific projects to target the needs in the community.
2016-17 Community Chest, St Edmundsbury	13,250	
Community Chest, Forest Heath	13,250	

2017-18		
Community Chest, St Edmundsbury	9,800	
Community Chest, Forest Heath	9,800	
Community Chest, Honington	10,000	
Community Chest, Acorn House	7,454	
Community Chest, Coupal Court	7,454	
Community Chest, Mildenhall Estate Group	10,768	
Total:	86,776	