

Community Chest Application Summary 2018/2019

Forest Heath & St Edmundsbury councils



Local Authority	SEBC
Organisation	Haverhill Community Trust
Amount Requested	£6,030.00 (2018-2019)
Total Project Cost	£10,965.00
Match Funding	£2,445 – staffing costs (SCC & ONE Haverhill/Haverhill Town Council) £1,890 – Volunteer contributions £600 – use of Leiston Hall (Haverhill TC)
Partnerships	Suffolk County Council, Haverhill Town Council, ONE Haverhill, Suffolk Mind, Haverhill Flower Club, Haverhill Running Club, One Life Suffolk, Royal Horticultural Society, Abbeycroft Leisure, Foxy Art, Mindfulness by Teresa, Yoga
West Suffolk Bid?	No

Overview

Haverhill Community Trust is set up to promote such charitable purposes for the inhabitants of Haverhill. The Community Trust and its partners have identified the need to build community cohesion and pursue more specific projects to satisfy gaps in service and that will benefit residents of the town.

Funding is sought for provision of a safe environment for young, vulnerable people, who may have additional needs and other wellbeing issues; giving them an opportunity to try out, new activities and, hopefully, develop them into lifelong hobbies, interests and skills. Sessions will consist of a variety of activities such as; art as a therapy, yoga, meditation, golf, team building, problem solving, dance, flower arranging, running. Some sessions will be un-planned, to ensure group members can have a voice and make decisions and choices for themselves in regard to what activities the group will benefit from. Guest speakers will be invited to motivate, support and guide attendees. An intensive youth support worker and a trained counsellor will be on hand for support and to steer the group in a positive manner.

Outputs

One course will run for 10 sessions over 10 weeks targeting 12 young people to attend.

3 courses in total over 12 months. Aim to engage 36 young people. parents and carers will be invited to some sessions. Aim for 18 parents/carers to engage at some point with the programme. Total 54 people engaging.

Outcomes

- Increased sense of worth and belonging
- Increased confidence and motivation
- Improved communication and better equipped young people who are more open about their feelings and more conscious of their emotions

- Peer support and positive relationships
- Improved recognition of mood and coping strategies

Outcomes will be evidenced through student profiles and feedback from young people and parents/carers.

Finances

Income last financial year – £143,573

Expenditure last financial year - £74,298

Reserves

£59,784

Request breakdown

Youth Skills Manager One Haverhill/Town Council @£15.50p.h.

Intensive Youth Support Worker Suffolk County Council @£17.50p.h.

Session costs to include delivery and guest speakers @£120 per session

Volunteer Junior @£4.50p.h.

Volunteer Adult @£7.50p.h.

Counsellor £30 p.h.

Venue @£10 p.h.

Community transport @£20 per session

Previous Community Chest funding

None.

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	Haverhill Community Trust
Organisation Address	c/o Haverhill Art Centre Haverhill High Street Haverhill Suffolk
Postcode	CB9 8AR

Organisation main email	Contact details Email: townclerk@haverhill-tc.gov.uk
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Organisation main tel.	Tel: 01440 712858
Organisation website	http://beta.charitycommission.gov.uk/charity-details/?subid=0&regid=288092
Organisation Twitter	@signpost_WBH SIGNPOST Haverhill
Organisation Facebook	

Contact person 1 (main contact)		Contact person 2	
Name	Karen Chapple	Name	Alisha Jenkins
Position in organisation	Youth Skills Manager	Position in organisation	Office Administrator
Daytime tel.no	01440 712858	Daytime tel.no	01440 712858
Mobile	07877142000	Mobile	
email	youthskillsmanager@onehaverhill.co.uk	email	Office@haverhill-tc.gov.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?

St Edmundsbury

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

Registered charity	<input checked="" type="checkbox"/>	Charity number:	288092
Applying for charitable status	<input type="checkbox"/>	Company number:	
Company limited by guarantee	<input type="checkbox"/>	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		Management board	
Management team	16	Service users	

Full time paid staff/workers		Volunteers and helpers (non-management)	10
Part time paid staff/workers			

2.4. When did your organisation start? Year

2.5. 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.

Haverhill Community Trust is set up to promote such charitable purposes for the inhabitants of Haverhill. The Community Trust and its partners have identified the need to build community cohesion and pursue more specific projects to satisfy gaps in service and that will benefit residents of our town.

The Signpost Project aims to give young people the opportunity to socialise in a safe place whilst taking part in activities both physical and mental to build confidence, improve mood and build skills that they may not be able to otherwise to experience.

Its objective is to have a positive influence on wellbeing and to educate young people to talk openly about low mood and build in strategies to help them cope when they are aware of early indicators that their mood is moving in a negative direction.

It is felt that early intervention is a must to ensure YP are educated to reach out and be aware of services/ interests/hobbies that are an important part of a coping mechanism when feeling isolated or vulnerable.

This trust in close partnership with the Haverhill Town Council enables us to promote initiatives that will benefit the health and wellbeing of the individual and in turn this affects their families and the community as a whole.

The primary benefactors will be the young people, who have been referred on to our course by partner organisations and services, and their families.

Maximum 300 words

2.6. What was your organisation's total income for last financial year?
(your branch if part of a larger organisation)

2.7. What was your organisation's total expenditure for last financial year?
(your branch if part of a larger organisation)

2.8. Does your organisation have more than six months running costs?
Yes/No
(your branch if part of a larger organisation)

2.9 What are your organisation's current unrestricted reserves or savings?
(your branch if part of a larger organisation)
This includes £30,000 of advanced income. .

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).

Our project aims to provide a safe environment for young, vulnerable people, who may have additional needs and other wellbeing issues; giving them an opportunity to try out, new activities and, hopefully, develop them into lifelong hobbies, interests and skills.

These young people will be identified by outside organisations as young people who may benefit from working with different services and staff with different skills set to help tackle at an early stage young people who could be at risk of low mood. We will have an intensive youth support worker as well as a trained counsellor on hand for support and to steer group in a positive manner.

We will provide 10 sessions where a particular emphasis will be given to the importance of physical and mental health, with a variety of activities, which will encourage and foster positive physical and mental wellbeing, promote healthier living and behaviors and seek to support and guide the young people in taking steps in achieving a better future.

Our sessions will include an individual check in to ensure our young people can off load any issues before our session start. Our sessions will consist of a variety of activities such as; art as a therapy, yoga, meditation, golf, team building, problem solving, dance, flower arranging, running. We will leave some sessions un-planned, to ensure our group members can have a voice and make decisions and choices for themselves in regard to what activities the group will benefit from. We will invite in guest speakers to motivate, support and guide our young attendees,

We would expect as the course progresses an increase in confidence, self-esteem and thus in turn an increase in positive mood. We would hope that relationships will form amongst our clients and this will encourage them to support each other looking forward.

We will educate our young people to recognize support systems that will encourage improved mental health thus providing potential solutions. We will share the importance of seeking help and support when feeling vulnerable and educate them to look at strategies that can help when they get early indicators that they are starting to feel anxious or their mood is changing. We want mental health to be discussed recognized and not something to be embarrassed about. We want empowered young people who are better equipped at dealing with their emotions and who are able to socialize with form relationships with their peers and be valued members of our community.

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.

Our project will contribute by producing a more resilient set of young people who at their first port of call will be supported close to home. There has been an identified gap in service that families in our community feel strongly needs addressing. Different local organisations/groups will bring different skills to the project that our young will benefit from. Some of the activities such as yoga,

meditation and mindfulness can be practiced at home as a self- help therapy with others in the family. We will invite parents along to some of our sessions so they can support their young and encourage practicing at home what they have learnt. We will encourage parents and their young to look at continuing any interest that they develop and possibly help them to set up their own group going forward or find a local group that they could join. Early intervention with self-help and community based solutions will contribute to stronger communities. The decision on what sessions will be held will be agreed with our young people so they help to shape the course. Working with and including the wider family is important for understanding needs and supporting each other to take next steps.

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.

One course will run for 10 sessions over 10 weeks targeting 12 young people to attend.

We would like to run 3 courses in total over 12 months. So we would aim to engage 36 young people.

Some of our sessions we will invite parents and carers along too, we would aim for 18 parents/carers to engage at some point with our programme.

Total 54 people engaging.

Outcomes

Some of the young people that attend the earlier projects will be asked to volunteer on later projects. This will enable us to continue to work with them and give them a sense of worth and responsibility. We will have adult volunteers who are service users of our adult signpost. We will encourage and support them to develop skills and support them to attend training to ensure we up skill them.

Those that we feel would benefit from further engagement we would invite back to participate in bespoke add on sessions to meet smaller group needs or their individual needs.

We would anticipate an increased sense of worth, belonging and increased confidence and motivation. Improved communication and better equipped young people who are more open about their feelings and more conscious of their emotions. Who will be better equipped to self-help themselves. We would like to see positive relationships form on the course that going forward can be used as another support system. Our young will be educated to speak up when they are feeling vulnerable and will be made aware of other network or services that may help them during difficult times.

When our course begins we will create student profiles for each of our users - noting their personalities, wellbeing difficulties and create some wellbeing goals that we believe our students can achieve. This will be an important indicator of where our young people start on their journey with us and, by the end of our sessions, we can clearly identify the progress made.

We will ask for feedback from both parents and students whilst our project is in process and at its conclusion. This is to ensure we were attaining the core goals and values of our project, to inform and include the young people's parents in our project, but most importantly to give the students and their parents an opportunity to shape the project they were a part of.

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.

Suffolk County Council supply staff to help deliver sessions/Specialist Youth Worker

Haverhill Town Council supply staff to help deliver sessions and facilities to operate out of.

School Counsellor-support sessions and produce handouts

One Haverhill Partnership- staff to help write session plans deliver and write and coordinate project

Suffolk mind -delivery

Haverhill flower club-delivery

Haverhill running club-delivery

One life Suffolk-delivery

Royal horticultural society-delivery

Abbey croft leisure-delivery

Foxy art-delivery

Mindfulness by Teresa-delivery

Yoga -delivery

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 initially rolled this project out for 16-24 year olds, with a grant from SCC. It was agreed there was a gap in service for YP who were not engaging and needed to be supported in a safe environment where they could socialize and develop their confidence skills. After local media coverage we were inundated with calls from parents/grandparents/carers

asking us to provide a similar service for 13-16 year olds. They felt strongly that this was much needed to ensure early intervention. We then spoke to school nurses/counsellors, who made us aware of a waiting list of those who desperately need support, and who would benefit from this type of project.

It is believed that 1 in 6 young people experience anxiety problems and 1 in 10 experience a mental health problem such as depression.

Our project is one that has been proven a success track record, with positive feedback from young people and their parents, who have noticed a significant boost in self-esteem and confidence.

With services being situated in Bury St Edmunds/Cambridge - accessible only to those who can travel, it is essential that we are offering something more local. Haverhill is in a deprived area that would greatly benefit from any additional support available.

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?

SignPost arose from the recognition, by organisations in Haverhill, of the need to be engaging with young adults (16-24 years), with wellbeing difficulties. Development of the project specifically included service users; they helped us to shape the direction of SignPost, were responsible for designing our logo and created a Twitter account. When local media covered our project, parents, carers and grandparents contacted us, stating, passionately, the importance of engaging and supporting younger people (13-16 years). Some explained how their young people rarely socialized and were isolated - trapped in their own homes. Local groups offered activities for us at a very discounted rate, or even complimentary, as they shared the aspirations of our project and wanted to give something back to the community that they live in.

When SignPost started, we used volunteers to design, or adapt, worksheets on a variety of relevant subjects, such as recognising emotions and feeling positive, so that our users could learn beneficial wellbeing and life skills. We also strongly believed that our young people should dictate what activities they wanted to partake in and so we purposely designed more opened ended sessions; these helped to improve the engagement and direction of our programme.

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?

We will look to develop the skills of some of our users, should they have the confidence and natural aptitude - encouraging them to become volunteers/mentors for future sessions; consequently, we would hope that some supervised sessions may be rolled out by our staff/volunteers using their own experience and skills, with the potential of a small contribution, by our users, being made to support the project. Additionally, we will look into further developing, and strengthening, reliable relationships with outside individuals and activity providers, so that they might support our future projects.

Maximum 150 words

5. Funding request and budget

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

2018/2019 X	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)

£10965

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)	Per session
Youth Skills Manager One Haverhill/Town Council wage £15.50ph Session 2 hours and 1 hour admin and development of the course	£46.50 (46.50x10 sessions £465)
Intensive Youth Support Worker Suffolk County Council £17.50ph Session 2 hours	£35.00 (35x10sessions £350)
Volunteer Junior £4.50ph x 2 Volunteers x 2 hours	£18 (18x10sessions £180)
	£45 (45x10 sessions £450)

<p>Volunteer Adult £7.50 x 2 Volunteers x 2 hour session 1 hour admin</p> <p>Counsellor £30 ph x 2 hour sessions</p> <p>We would like to run 3 courses throughout the year = 2055 x 3 courses = 6165</p>	<p>£60 (60x10 sessions £600)</p> <p>Total wage per session £205.50 (205.50x10 sessions £2055)</p>
<p>Overheads (including items such as venue/office costs, utilities, back office services, insurance)</p> <p>Venue £10 per hour</p> <p>Total 200 x 3 courses = 600</p>	<p>£20 per session (20x 10 sessions 200)</p>
<p>Equipment and resources</p> <p>Session costs to include delivery and guest speakers</p> <p>Total 1200 x3 courses = 3600</p>	<p>£120 per session (120x10 sessions 1200)</p>
<p>Other</p> <p>Community transport £20</p> <p>Total 200 x 3 courses = 600</p>	<p>£20 per session(20x10 sessions 200)</p>
<p>Total</p>	<p>£10965</p>

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

Item	Amount
<p>Funding already secured (please detail funders, amounts and funding periods individually)</p> <p>Youth Skills Manager One Haverhill/Town Council wage £15.50ph Session 2 hours and 1 hour admin and development of the course</p>	<p>Funding in kind</p> <p>£46.50 (46.50x10 sessions £465)</p> <p>£35.00</p>

Intensive Youth Support Worker Suffolk County Council £17.50ph Session 2 hours 465 +350= 815 per course £815x3= 2445	(35x10sessions £350)
Volunteer contributions (including estimated hours given and roles) Volunteer Junior £4.50ph x 2 Volunteers x 2 hours Volunteer Adult £7.50 x 2 Volunteers x 2 hour session 1 hour admin 180+450=630 per course £630x3= 1890	£18 (18x10sessions £180) £45 (45x10 sessions £450)
Equipment and resources (please itemize)	
venue Leiston Hall Haverhill Town Council Hall £10 PH 200 x 3 = 600 £200x3 courses £600	£20 (20x10 sessions) £200
Total	£4395

*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
None		
Total:		