

Community Chest Proforma 2015/2016

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|------------------------|--|-----------------------|-----------------------|
| Organisation | Home-Start Mid Suffolk | Application ID | STBC1 |
| Contact | Mandy Logan | | |
| Value | £5,000 | | |
| Local Authority | St Edmundsbury Borough Council | | |

Key points

Home-Start aims to provide support to families who are struggling to cope with a variety of challenges including, but not limited to, post-natal illness, disability, isolation, the demands of parenting young children, bereavement or multiple births. Many parents with whom Home-Start engage with struggle to cope with everyday tasks, and this in turn leads to unhappy children, or children who become at risk. Home-Starts support helps to prevent these difficulties from escalating into crises, and crises from developing into family breakdown. They seek to empower families by helping parents to help themselves: to become happier, more confident parents who are fully engaged with their children. This in turn improves the health and welfare of the children.

Home-Start provide one-on-one support to families through staff and volunteers. They also run Family Groups which are designed to provide activities and support for children and parents, and are successful at developing social networks and support groups to help combat isolation. They have successful programmes operating throughout Mid Suffolk and are looking to replicate their success in St Edmundsbury. Success will be achieved through a team of volunteers who will be selected for their experience/understanding of parenting. Volunteers are trained by an experienced accredited trainer to a national NOCN Level 2 standard, there by helping volunteers to deliver successful interventions but also improving their own career prospects.

Families engaging with Home-Start 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

**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 | Principal's House | | |
| Address Ln2 | Kerrison | | |
| Address Ln3 | Thorndon | | |
| City/Town | Suffolk | Postcode | IP23 7JG |
| Main phone | 01379 678 552 | E-mail | |
| Website | office@homestartmidsuffolk.org.uk | | |

| Main Contact Person | | Second Contact Person | |
|---|----------------------------------|---|--------------------------|
| Title | Mrs | Title | Miss |
| Forename | Mandy | Forename | Sarah |
| Surname | Logan | Surname | Walker |
| Role | Scheme Coordinator | Role | Trustee |
| Daytime Tel No. | 01379 678 552 | Daytime Tel No. | ██████████ |
| Mobile No. | | Mobile No. | |
| Email | mandy@homestartmidsuffolk.org.uk | 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?

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|---|
| Mid Suffolk, Forest Heath, St Edmundsbury |
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*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?

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|--|---|-------------------------|
| Registered charity | √ | Charity number: 1127760 |
| Applying for charitable status | | |
| Company limited by guarantee | √ | Company number: 6674059 |
| Community Interest Company | | |
| Part of a larger regional or national charity (Please state which one) | | |
| Constituted Community Group | | |
| Social Enterprise | | |
| Other (Please specify) | | |

5. How many people are involved in your organisation?

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|---------------------------|---|---|----|
| Management committee | 7 | Service users | 49 |
| Full Time staff / workers | 5 | Volunteers and helpers (non-management) | 59 |
| Part Time staff / workers | 1 | | |

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.

Home-Start Mid Suffolk (HSMS) aims to give support to 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 Home-Start engages struggle to cope with everyday tasks, and this in turn leads to unhappy children, or children who become at risk. Our support helps to prevent these difficulties from escalating into crises, and crises from developing into family breakdown. We work to strengthen families by helping parents to help themselves: to become happier, more confident parents, fully engaged with their children. This in turn improves the health and welfare of the children.

We work by providing one-on-one support to families through our staff and volunteers, and through running Family Groups, which are designed to provide activities and support for children and parents, as well as to develop social networks and support groups within local communities, many of which are rural and isolated. We currently achieve this through a team of over 50 trained volunteers

selected for their experience/understanding of parenting, supervised and supported by staff co-ordinators.

Each volunteer will visit a family in their home weekly with co-ordinators 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. In addition 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 meetings, where they have the opportunity to speak in confidence to our Family Group Leader/volunteer.

Our volunteers play a crucial role in the front-line delivery of our services. Without our volunteers we wouldn't exist! They are an essential part of everything that we do at Home-Start. All are members of the local community and are parents themselves and can thereby truly empathise with the difficulties some parents face. Volunteers move on to be trained by our experienced accredited trainer to a national NOCN Level 2 standard. This involves an 8 week (40 hours) training programme where volunteers are trained how to actively listen, provide non-judgmental support, build confidence and create trusting relationships with the families and also includes certified Safeguarding training. Volunteer's skills are identified and are individually matched with a local family. The volunteers themselves receive regular six-weekly feedback and supervision meetings, carried out by one of 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.

Families and children are at the centre of the work that we do. We use a well-established monitoring and evaluation system developed by Home-Start UK (MESH) to provide evidence on the difference our support makes for families. The outcomes we see from our work with families include:

- Parents have increased confidence in their parenting abilities and manage their children's behaviour more effectively;
- Parents are more involved in their children's development and learning;
- Parents have improved the lifestyles of their families, for instance through healthier eating, improved social interaction, or better day-to-day running of the home;
- Parents have entered into adult education or work due to increased self-esteem and confidence;
- Improved emotional health and well-being of both children and parents;
- Families have increased their ability to access support services within their local area (this can also show the acknowledgement that they can benefit from asking for help), eg, Children's Centre, parent groups, credit union, food bank, library;
- Children have happier relationships with their parents;
- Children's needs are better met and their development is enhanced through their parents' ability to provide play opportunities for them (as a result they become more 'school ready');
- Children have been removed from the Child Protection register;
- A reduction in social care interventions.

7. What was your organisation's total income for last financial year?

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| ██████████ |
| ████████████████ |
| ████████████████ |
| ████████████████ |

8. What was your organisation's total expenditure for last financial year?

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|------------|
| ██████████ |
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9. Does your organisation have more than six months running costs? Yes / No

10. What are your organisation's current unrestricted reserves or savings?

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| ██████████ |
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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:

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|---|---|
| √ | A thriving voluntary sector and active communities who take the initiative to help the most vulnerable. |
| √ | People playing a greater role in determining the future of their communities. |
| √ | 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.

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| <p>The total cost to deliver the project in year 1 is £145400 – full details of this can be found at Q21.</p> <p>We have so far raised £134954 as detailed in Q23, leaving £10446 to raise. We have been fortunate to gain Big Lottery funding for £97300 (approximately 67% of total project costs). We are hoping for £5k from Garfield Weston and with £5k from yourselves this will virtually complete our matched funding needs.</p> <p>Your funding will be used towards the salaries for our family co-ordinators who recruit and train our volunteers who are vital in the delivery of our service for the St Edmundsbury Area (we will further roll out our program to Forest Heath from year 2 onwards) and for running the training courses for our volunteers (the next of which is scheduled for the autumn).</p> <p>The success of the Lottery application was a great achievement for ourselves and for Home-Start South Suffolk with whom we are working in Partnership. We are leading the delivery of the project (Stepping Stones) as it has been our desire to expand our services Westwards to St Edmundsbury and Forest Heath for some time as we recognise there is a need here,</p> |
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however until now funding has held us back from covering this part of Suffolk.

We are delighted to have the opportunity to help more families in West Suffolk, however seek the additional £5k for the first project year to allow us to deliver the training we need to undertake to recruit sufficient volunteers to work with vulnerable families in their homes.

We will continue to deliver our home visiting service in Mid Suffolk via other funding streams.

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.

It is well documented that far too many pre-school children are seriously ill prepared for primary education, and this is particularly evident in areas of deprivation. Our own survey of 14 primary schools showed that up to 86% of children starting primary school failed to meet the government targets of 'preparation for entry' for primary reception/ foundation levels. We have also observed from our reports from volunteers who are currently supporting families that there is a very clearly identified need to help to prepare their children for school.

Following our research we wanted to focus on this serious issue not only within our existing areas of Mid Suffolk, but to expand into West Suffolk, where we know there are areas of high deprivation so far not being addressed (as evidenced in the report on 'Hidden Needs' in Suffolk (Cambridge University, 2011), combined with rural isolation as we see in Mid Suffolk. There is no service similar to Home-Start in West Suffolk, and from all the evidence obtained when researching this project we knew that we could make a difference to families in this area.

Our experienced family co-ordinators, working closely with families, helped to identify the need to move to the West Suffolk area where there is not currently a Home-Start scheme running or any other similar service. A survey was sent out to all volunteers and families receiving a service from Home-Start Mid or South Suffolk (summer 2012). These questionnaires were enhanced through home visiting, group discussion and focus groups plus feedback from volunteers.

It is for these reasons that we launched the Stepping Stones project, an early intervention programme which aims to address some of the problems around ensuring children are 'school ready' when they enter primary education. Stepping Stones builds on our successful home visiting service by adding specific help for parents who are struggling to get their child capable of starting school. This could be due to behaviour problems, parental stress, isolation so children are not as developed, poor parenting skills in general or simply not knowing what is expected of a child when he/she starts school.

We will continue to deliver our home visiting service in Mid Suffolk via other funding streams.

In addition to the above we continually consult with families, volunteers and referrers through our monitoring process (a monitoring system, MESH, developed to measure the 'journey' a

family has travelled whilst being supported by Home-Start).

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

15. Are you working with any other organisations on this project? Yes/ No

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

Home-start South Suffolk – we have a partnership agreement with them for the Stepping Stones project but we are the delivery agent for this

Big Lottery – are the main funder and we must monitor, evaluate and report our findings on a regular basis as the project progresses.

We are also working closely with organisations in West Suffolk including Children’s Centres, Citizens Advice Bureaus and Community Action Suffolk. We are also working hard to connect with local schools and have so far shared details about the work we do at Homestart, our referral packs, and details of how parents might wish to volunteer. We are also starting to develop links with Family Support Advisors in schools for example at Barrow and Tollgate primary schools. It is in our plan to continue to develop these links and to work more closely with schools going forward.

16. When will the project start?

3 years from November 2014. This is a staged project with a volunteer training course commencing in the autumn of 2015.

30 November
2017

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?

The Stepping Stones project will finish at the end of November 2017 however, the ongoing evaluation throughout the lifecycle of this project will identify if there is an ongoing need for Home-Start support for families in West Suffolk and how this should be delivered.

We use an evaluation and monitoring tool (MESH) to help evaluate the work we are doing and help to identify areas of need. We are willing to share the data we collect with relevant organisations who

may be interested in our work, be willing to work with us as we move forward and who may be willing to fund the future work of Home-Start in West Suffolk.

18. Which years funding are you applying for?

Year one 2015/16

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

50 families, 120 children per year in year 1
 These are expected to be primarily from the St Edmundsbury area.

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?

The outcomes all relate to the Community Chest funding criteria in that the overall aim of the project meets the requirement to improve the quality of life of people living in West Suffolk.

The strategic plan for West Suffolk for 2014-16 includes *priority 2 - Resilient families and communities that are healthy and active. We want to see:*

1. *a thriving voluntary sector and active communities who take the initiative to help the most vulnerable;*
2. *people playing a greater role in determining the future of their communities;*
3. *improved wellbeing, physical and mental health;*

The work of the stepping stones project supports this priority as can be seen from the outcomes laid out below:

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| <p>Outcome 1 - Parents living in rural areas will be supported to provide an effective home learning, pre-school programme for their children</p> | <p>1a: parents are supported by volunteers to identify the necessary areas of development their children need to be school ready</p> <p>A total of 225 different families by end of project [50 families Year 1, a further 75 families year 2, and a further 100 families year 3]</p> <p>1b: parents will be provided with a volunteer mentor to support their understanding of their children's needs in relation to school readiness</p> <p>A total of 225 different families by end of project [50 families Year 1, a further 75 families year 2, and a further 100 families year 3]</p> <p>1c: Families, parents and children, will be ready for children to commence school</p> |
| <p>Outcome 2 - Children have the required skills in preparation for school allowing</p> | <p>2a: parents encourage their children's expansion of play materials to stimulate learning</p> <p>2b: children practice their improved social and emotional skills, enhanced by</p> |

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|--|--|
| focus on education rather than social and behavioural needs | <p>parents improved skills in discipline and managing children's behaviour</p> <p>2c: children develop their individual practical, social and emotional skills and are ready for school</p> |
| Outcome 3 - Volunteers will enhance their skills through training that leads to qualifications and/or life-long learning and/or return to work benefitting their communities | <p>3a: volunteers will attend a course of accredited training and on-going training enhancing their potential for 'return to work' (35 accredited volunteers in project lifetime)</p> <p>3b: Previous parents are actively recruited to become volunteers and access potential HE or 'return to work' through volunteering experiences</p> <p>3c: all volunteers can access accreditation and improve and activate a comprehensive CV evidencing their working potential</p> |
| Outcome 4 - Local communities will benefit from the improved lifestyles of families, thereby reducing the need for statutory intervention | <p>4a: there will be a higher attendance at relevant groups</p> <p>4b: families participating in community activities will add to the decrease in referral to TAC/CAF/CiN (reduction in Hardiker tier)</p> <p>4c: families will be supported by their local communities thereby reducing isolation and supporting them with family life</p> |
| <p>Outcomes 1 and 2 will be achieved by the volunteers working toward the aims set by the Co-ordinator (in negotiation with the parent). These are the aims that will evidence the outcomes. Volunteer's diary sheets and Co-ordinators review/endings will identify the achievements.</p> <p>Outcomes 3 will be achieved by the volunteers themselves but evidenced through information from the Co-ordinators training (PREP) and on-going supervision.</p> <p>Outcome 4 will be achieved through the confidence building given by both volunteers and Co-ordinators. Information will be gathered on signposting and actual attendance to groups/activities/events/supported by other agencies and organisations. Volunteer's diary sheets and Co-ordinators review/endings will identify the achievements.</p> | |

21. What is the total cost of the project? £145,400 (year one)

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 (£) |
|---|----------|
| Salaries, NI and pensions | £104,306 |
| Volunteer and parent training | £7,800 |
| Volunteer and staff recruitment | £8,000 |
| Fixtures and fittings | £5,794 |
| Volunteer and Staff Travel | £10,000 |
| Consultancy and Advice (inc evaluation) | £2,600 |
| Marketing | £1,000 |
| Specialised staff training | £2,000 |
| Share of scheme overheads | £3,900 |
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22. How much funding are you applying to us for?

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| £ 5000 |
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What funds have you raised so far for this project?

| Source | Amount (£) |
|---------------------------|------------|
| Big Lottery | £97,300 |
| Suffolk County Council | £21,300 |
| Henry Smith Foundation | £8,000 |
| Raising the Bar | £4,954 |
| Mrs LD Rope | £2,000 |
| Shadwell Stud | £500 |
| Local Fundraising | £9000 |
| Total fundraising: | 134954 |

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

| Funder | Amount (£) | Timescale for decision |
|--|------------|------------------------|
| Other funders have been included above. The only outstanding funding application is Garfield Weston – we have applied for £15000 but expect to get no more than £5000 We have an ongoing fund raising strategy and will continue to approach funders for future phases of the project | £5000 | October 2015 |
| Total: | £5000 | |

24. 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 |
|---------------|-------------------|---------------------------|
| None | | |
| Total: | | |