

APPLICATION FORM FOR GRANT 24/25

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

1. Name/Address of Organisation:

Home-Start Wessex

1462 Wimborne Road, Kinson, Bournemouth, BH10 7AS

Name of person making the application: **Sally Smith**.....

Position in organisation: **Grants Partnership Manager**.....

Contact phone number: Provided

Email address: Provided

2. About Your Organisation

Does your organisation:	Yes/No
Have its own bank account, with 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
Is your organisation:	Yes/No
a voluntary organisation without any paid members	No
a registered charity? (include charity number) - 1109046	Yes
part of, or affiliated to, a larger organisation? (name) Home-Start Wessex is part of the national network of Home-Start UK, but we are an independent organisation operating in the Dorset area. All Home-Start's self-fund and run autonomously but receive the benefits of Home-Start UK's research and policy.	Yes

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

Home-Start Wessex supports parents-to-be and families with young children by visiting them at home or via family groups, supporting them to cope with parenthood and challenges such as poor mental health, isolation, disability, addictions, and poverty. Recognising the importance of the early years of a child's life, we focus on families with children under the age of five.

The practical and emotional support we provide is always on the ethos of 'doing with' not 'doing for' but always being there in a supportive role when needed with an emphasis on building on parents' strengths. We support them as they learn to cope, improve their confidence, and build better lives for themselves and their children.

Alongside peer support from home-visiting volunteers, we also offer 10 community-based family groups across our catchment which are a range of drop-in, referral only and school readiness sessions. For families with high-level needs our expert staff offer specialist 1:1 early intervention as part of our rapid response service.

Since November 2023 we've been supporting Weymouth families with a blend of 1-1 volunteer visits and a new drop-in group opened in Park Community Centre in January 2025.

We aim to support families so that children can have the best possible start in life, building parents strength, confidence and enjoying relationships with their children, widening community connections.

This year we celebrate 30 years of service. Last year supported 501 families our most ever.

Additional Information:	
How many members does your organisation have?	90 volunteers 19 staff 4 trustees
How many people will benefit from this funding?	8-12 families plus 2 volunteers
How many of these are Weymouth Town Council area residents?	100%
How much funding are you applying for?	£2,950
What is the total cost of your project?	£9,500
Has the project that you want the funding for already happened?	No
Will you be passing the funding on to any other groups (except to pay for goods and services)?	No

1. Briefly describe the project or purchase you would like the funding for. Please include how will the funding benefit the community or residents of Weymouth? How do you know that the groups you work with, or the local community, want this project to take place? How will this funding lead to greater self-sufficiency and lessen the need for future applications?

We apply for funding towards our project which is new nature-based weekly Family Support group to be held at Tumbledown Farm, Weymouth. Children with SEN will be especially welcome, but the group will also be open to other disadvantaged children from Weymouth aged 5 and under.

Since November 2023 when we expanded our catchment to include Weymouth (when Home-Start West Dorset closed) we've been working hard to build links & relationships with the healthcare and early years professionals who refer to us, to shape our services to best meet local needs. In September we secured a new weekly base in Weymouth at the Wellbeing Hub, Hope House, which is run by The Lantern Trust, which is proving to be an excellent partnership and helping us build links in the area.

Alongside this, we've been consulting with local volunteers, and families. It is as because of this and via consultation with the team at Tumbledown Farm, that we have identified the need for this project.

The weekly 2-hour group will be run by our Family Support Co-ordinator who is a trained Forest School Leader/SEN specialist experienced with running sessions where children can learn about the change in seasons, nature-based play, caring for their environment, arts and crafts and outdoor play.

The group will follow a planned timetable, with specific learning outcomes to support the development of child physical, literacy, communication, language and cognitive skills, and will also offer support, friendship and signposting to the parents and carers.

It costs £9,500 to run the group for a year (40 weeks open), so we apply for a grant towards the set-up of the group, including equipment & materials needed to support activities and to run the group for 3 months.

For each group it would be expected for between 8 to 12 families to be accommodated at any one time and between 20 and 24 families to receive support over a year.

Your funding will support this group to start and enable us to capture evidence of the outcomes/difference it makes to the lives of local Weymouth children and their families. This will support other applications for funding and fundraising efforts.

2. How will you spend the money you are applying for?

Item	Amount
Staff Costs/ Support Delivery - To include the planning and facilitation of project, devising weekly group programme, weekly group activities, provision of 1:1 support and therapy by family group leader and/or specialist therapists depending on sessions being delivered as per the group programme. To support volunteers with review and supervision.	£1,825
Volunteer Costs – To cover 2 volunteers: recruitment, initial training, training updates, travel expenses, provision of 1:1 support and facilitation of group activities.	£425

Therapy, activity equipment and resources – To include could be such things as children's books, puzzles, arts & crafts materials etc to support the outcomes being worked towards.	£350
Project Support and admin Costs - Proportion of rates, insurance, and other overheads, travel costs and referral, supervision and admin support	£350
Total	£2,950

3. How else are you funding your project? Have you applied for any other funds/grants towards the cost of this project or purchase? Please include details below and include grants from other organisations, fund raising and existing reserves:

We are grateful to Weymouth Town Council for previous funding which allowed us to provide support to Weymouth families, recruit new volunteers and establish our service in the area.

As an organisation, we have successfully secured funding from a variety of funders listed below, but have not received any funding yet specifically for this new project at Tumbledown Farm

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

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

n/a

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

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

6. 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 – Our services are provided free of charge.

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

We have an income generation plan which focuses on diversifying our income to not rely on grants. We fundraise via events in person and online, and actively network with local businesses and corporates to support us with funding. Last year we took part in our first 'Big Give' match funding campaign and will do the same this year.

We have an active fundraising committee consisting of staff, volunteers and trustees who will plan/hold a series of events in Weymouth. Last year we attended local events, Moto Cross on the beach, Weymouth Town Council event, took our stand to local supermarkets.

As an organisation we work hard to source grants from a range of local and national funders.

We have an active fundraising committee consisting of staff, volunteers and trustees who will plan/hold a series of events in Weymouth.

8. Details of any grants (including from non-local authority) 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)

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.

For 2023/24: Dorset Council £49,975. Weymouth Town Council £2,820

9. If the funding is for security measures do you have the support of the local police and/or crime reduction officer? Yes / No

Crime Reduction Officers Name:...N/A.....

10. 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? Yes / No

Dorset Council Employee Name:... N/A

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: Supplied

Account number: Supplied

Sort Code: Supplied

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?

- Your most recent bank account statement that relates to the bank account into which the grant will be paid;
- A copy of your constitution / terms of reference / set of rules;
- A copy of the minutes 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.
- 3 quotes for building works

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: Supplied

Name: Sally Smith.....

Date: 26th February 2025.....

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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)	
Yes		The grant will result in a benefit for the area covered by the Town Council and will contribute positively to the area of Weymouth?
	No	Does the grant exclude ongoing running costs?
Yes		If the application is for running costs has the applicant included plans for where future running costs will be found from?
Yes		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?
Yes		Is the grant for non-political or non-quasi-political organisations or projects?
Yes		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?
Yes		Does the application include the required financial and organisational information?
Yes		Is this the only application in this financial year from this group or organisation?
	No	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?
Yes		Is the application for future funding? (i.e. not retrospective)
Yes		Is the grant for the sole use of the applying group and not to pass on money?
Yes		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?
Unknown		Will a representative be attending Finance & Governance Committee?
Unknown		Scoring matrix approved by the Grant Subgroup?

Assessing officer: Helen Legg

Date of assessment: 27/02/25

Decision (delete as applicable): proceed to committee

Approved as agenda item for the Finance and Governance meeting on: 26/03/25