

## **Grant summary**

Organisation

Funding request

Silklife Foodbank are requesting a grant towards providing free nappies, wipes, bags and shampoo.

Total cost

£2,000

Grant requested

£2,000

The projected will be match funded with donations.



## Macclesfield Town Council Large Community Grant application form

Grants from £250 up to £2,000

Community for Voluntary Services Cheshire East (CVSCE) is a registered charity and independent organisation that provides support and services to groups. CVSCE provides support to Macclesfield Town Council's grant programme by reviewing completed grant application forms to ensure they meet the criteria set out in the Council's Grants and Funding Policy. For more information, please refer to the policy.

CVSCE can also offer guidance on completing the application form.

### Your Contact details

Please complete table 1.

Table 1 Contact details

Applicant name:	
Position in organisation:	Team Lead, Coordinator of the Silklife Foodbank, Macclesfield
Organisation:	The Silklife Church C/O Silklife Foodbank (New Baby Bank)
Address:	George Street, Macclesfield SK11 6HS
Contact number:	
E-mail address:	
Contact address (if different from above):	n/a
Telephone number:	n/a
Website:	<a href="https://www.silklife.co.uk/">https://www.silklife.co.uk/</a> <a href="https://www.facebook.com/SilklifeFoodbank/">https://www.facebook.com/SilklifeFoodbank/</a>

### Contact details for senior member of the organisation

This must be the chair, secretary, treasurer or a senior member of your committee and different from above.

Please complete table 2.

Table 2 Contact details for senior member of the organisation

Senior contact name:	
Contact address:	<b>Silklife Church, George Street, Macclesfield SK11 6HS</b>
Telephone number:	
E-mail:	
Position in organisation:	<b>Trustee of Charity, Elder and Minister of the Silklife Church.</b>

## Organisation profile

Please complete table 3 to describe your organisation profile, selecting Yes or No where applicable.

Table 3 Organisation profile

Registered charity:	Yes
Registration number:	1110560
Voluntary organisation:	No – We do have volunteers
Community group:	No
Company Limited by Guarantee:	No
Not for profit organisation:	Yes – We make no profit.
Social enterprise:	No
Other:	n/a
How long has your organisation been in existence?	The Silklife Church [Silklife Foodbank] (working name) registered with the charity commission in 2005 under the title Macclesfield Family Church 1110560
What does your organisation do? (A summary of this information will be used on our website if your application is successful). Maximum of 50 words:	The Silklife Church set up the Silklife Foodbank to provide emergency food parcels to those facing an emergency hunger crisis in the Macclesfield and Bollington district.

Please complete table 4 on your organisation's land, premises and facilities, selecting Yes or No where applicable.

Table 4 Land, premises and facilities

Own its own land/premises/facilities	No
Hire private land/premises/facilities	No
Hire local authority land/premises/facilities	No
Lease the land/premises/facilities	No

Please give details of lease expiry date/length of lease	<b>2027 – Lease renewal</b>
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Please complete table 5 to indicate how many staff, paid or otherwise, are involved with your organisation.

Table 5 Number of staff

Number of full time paid staff	<b>1</b>
Number of part time paid staff	<b>4</b>
Number of casual paid staff	<b>1</b>
Number of full time unpaid staff	<b>0</b>
Number of part time unpaid staff	<b>60 volunteers</b>
Number of casual unpaid staff	<b>0</b>

## Previous funding

Has your organisation received a grant from Macclesfield Town Council before?

Please complete table 6, selecting Yes or No where applicable.

Table 6 Previous funding

Previous funding from Macclesfield Town Council	<b>Yes</b>
If yes, please tell us when and how much was awarded:	<b>£2,000 (2021)</b>
How did you hear about the Community Grant Scheme?	<b>Reminded that applications were open through an email from Helena Gowler</b>

## Your project/activity/event

Complete table 7 to describe you project, activity or event.

Table 7 Project/activity/event description

Date of activity/event or anticipated start date of project:	Free Nappy support parcels commenced in April 2022 and has been successful. Extension to the project is funding dependent.
Name of project (maximum 10 words):	<b>Silklife Baby-bank</b> <i>Providing free nappies, wipes, bags and shampoo.</i>
Briefly describe what the grant you are requesting is required for and why it is needed (maximum 150 words):	To support vulnerable families through the cost of living crisis – [managed and supervised by the already well established Silklife Foodbank]

	<ul style="list-style-type: none"> <li>● <b>Reusable Nappy Support.</b> Providing reusable nappy liners, biodegradable wet wipes and eco-friendly nappy bags. To use this as a way to promote the use of reusable nappies and thus promoting the Cheshire East Reusable Nappy Scheme.</li> <li>● <b>Weaning Starter Kits</b> (Referral only) Referrals to be made by Healthcare Professionals; Social Workers; Safeguarding Officers and Family Services Teams. Provision of Weaning Starter Kits for vulnerable families. To include freezer cubes aiding the promotion of making healthy cooked meals. To include information signposting to local surplus groceries e.g., CRE8 and the Government Healthy Start Voucher Scheme.</li> <li>● <b>Nappy Parcels</b>  To meet the increased need for nappies support within Macclesfield. Funding will support stock levels of eco-friendly and biodegradable wipes and nappy bags in addition to nappies.</li> </ul>
<p>If you are successful with your application, please describe what your project/event/activity will achieve and what difference it will make to your organisation/area, how it will extend/develop community activity and how it meets the criteria listed in the Policy for the Allocation of Community Grants (maximum 150 words):</p>	<p>Develop new projects,</p> <ul style="list-style-type: none"> <li>● <b>Providing 20 families with a weaning starter kits.</b> Weaning support kits will promote healthy eating.</li> <li>● <b>Providing 20 families with reusable nappy</b> supporting those who choose this ethical approach.</li> <li>● <b>Providing 100 extra nappy parcels</b> which are partly eco-friendly and use them to encourage donors to donate eco-friendly products.</li> </ul> <p><b><u>Match Funding</u></b></p> <p>£1629 represents the estimated value of parcels already distributed since April 2022 which has been supported by the general public making donations to the Silklife Church Baby-bank. The Silklife Church has</p>

	<p>further promised a cash injection of £500 to complete the required match funding for this 2k grant if successful.</p> <p>Through further appeals to the general public the Silklife Church will guarantee that the number of parcels and kits explained above will be match funded which means a total of 40 kits, 40 reusable nappy parcels and 28 families per month supported moving forward for the next 12 months.</p>
How will your project or service be sustained in the future? Maximum 50 words):	<p>Local business and schools have commenced collecting items needed for kits and parcels and this has been successful.</p> <p>This funding grant will highlight the need of families using reusable nappies and the need for weaning kits and act as a springboard to encourage people to donate to become sustainable.</p>
If your application is for an event and you make a profit, please state how this will be used:	n/a

## Projected expenditure

Complete Table 8 with estimates of your total project costs and provide brief details. Use a separate sheet if necessary and provide quotes.

Table 8 Projected expenditure

Item	Estimated cost	Details
New build/refurbishment	Na	
Furniture/fixtures/fittings	Na	
Equipment purchase	£2,000	<p><b>Match Funded by £2,000 of public donations. For weaning kits and nappy parcel supplies.</b></p> <p><b><u>To provide 20 families with Reusable nappy support £313.80</u></b></p>

Item	Estimated cost	Details
		<p>Eco nappy bags £1.79 x 20 = £35.80  Biodegradable wet wipes 60p x 3 x 20 = £36.00  Baby wash or shampoo £0.89p x 20 = £17.80p  Pack of reusable nappy liners £7.72 x 20 = £154.40p  Pack of biodegradable disposable nappy liners £3.49 x 20 = £69.80p</p> <p><b><u>To provide 20 families with weaning starter kits £390</u></b>  Weaning freezer cubes £5 x 20 = £100  Starter Sippy cups £4x 20 = £80  Bowl (2 of) £2.50 x 20 = £50  Spoons £3.00 x 20 = £60.00  Bibs £2 x 20 = £ 40  Long sleeved bibs £3 x 20 = £60</p> <p><b><u>To provide an extra 100 families a year with a 2 weeks nappy parcel £1148</u></b>  Eco nappy bags £1.79 x 100 = £179  Biodegradable wet wipes 60p x 3 x100 = £180  Baby wash or shampoo £0.89p x 100 = £89  Nappies £3.50p x 2packs x 100 = £700</p> <p><b><u>To provide a reusable bags for each parcel or kit above and Storage boxes to keep stock in order and to store ongoing donations to develop sustainability £148.20</u></b></p> <p><b>Total £2,000</b></p>
Equipment hire	Na	
Premises/facility hire	Na	

Item	Estimated cost	Details
Materials	Na	
Advertising/marketing/publicity	Na	
Workshops/seminars/training	Na	
Other	See Table 9 for costings explained.	<b>Please state exactly what the town council funding will pay for:</b>
Total Cost		£2,000

## Projected income

Complete Table 9 to specify match funding from other sources (external grants, own contribution etc), selecting Yes or No where applicable.

Macclesfield Town Council will take into account your ability to obtain funding from other sources and from your own existing funds when recommending an award.

Table 9 Projected income [Applying for 2K Large Grant please]

Item	Amount	Applied for and expected to hear date	Confirmed
Matched funding amount (Grants etc.)	£1,500 Raising funds through public awareness and donations. Silklife Foodbank has proved that this is sustainable over the past two years.	No	Na
Own existing funds/fundraising	£500	Yes	Yes
Projected income from ticket sales etc.	Na	Na	Na
Other Local Authority e.g. Borough/Town Parish	£2,000 from Macclesfield Town Council Large Grant application.	Applied 12.01.23	Not yet
Sponsorship (Please specify)	Na	Na	Na
Donations (please specify)	<p>Donations already received from the public enable us to make up Parcels that contain 2 packs of nappies 3 /4 packs of wipes and baby shampoo and nappy bags as well as a bag to put them in. <b>cheapest buy back price</b> for an average 18 families (23 parcels x £10.12p parcels per month x 12 = <b>£2793</b>)</p> <p>Real value given out is much higher as people donate branded items such as pampers nappies and Johnson baby wash that has a higher value.</p> <p>However when we are out of nappies in a certain size</p>	Yes/No	Yes/No



Item	Amount	Applied for and expected to hear date	Confirmed
	<p>(Such as 6-8 which are most popular) we cannot support and so the true figure would be higher if we has stock.</p> <p>This does not take into account extras like nappy cream cotton wool and unopened formula milk, toothbrushes and tooth paste. That we provide if we have stock.</p> <p>Total value in January of these extras was £65 x 12months = <b>£780</b></p> <p>Storage and racking is provided by Silklife church in the Silklife foodbank and is not contributed to through this grant.</p> <p>Staff are volunteers currently giving 16 hours a month but this will grow and develop as the project continues.</p>		
Non-cash or in-kind contributions	Na	Yes/No	Yes/No
Total projected income		n/a	n/a
<b>Amount requested from Macclesfield Town Council</b>	£2,000	n/a	n/a
<b>Balance outstanding</b>		n/a	n/a
<p><b>Please state exactly what the town council funding will pay for:</b></p> <p><b>(The town council grant will cover the following expenses, however, the Silklife Foodbank will fundraise with businesses, schools and churches to match/exceed this. So effectively, the number of quantities will be at least double what is shown below).</b></p> <p><b><u>To provide 20 families with Reusable nappy support £313.80</u></b></p> <p>Eco nappy bags £1.79 x 20 = £35.80          Biodegradable wet wipes 60p x 3 x 20 = £36.00          Baby wash or shampoo £0.89p x 20 = £17.80p          Pack of reusable nappy liners £7.72 x 20 = £154.40p          Pack of biodegradable disposable nappy liners £3.49 x 20 = £69.80p</p> <p><b><u>To provide 20 families with weaning starter kits £390</u></b></p> <p>Weaning freezer cubes £5 x 20 = £100          Starter Sippy cups £4x 20 = £80          Bowl (2 of) £2.50 x 20 = £50          Spoons £3.00 x 20 = £60.00          Bibs £2 x 20 = £ 40          Long sleeved bibs £3 x 20 = £60</p> <p><b><u>To provide an extra 100 families a year with a 2 weeks nappy parcel £1148</u></b></p> <p>Eco nappy bags £1.79 x 100 = £179          Biodegradable wet wipes 60p x 3 x100 = £180          Baby wash or shampoo £0.89p x 100 = £89          Nappies £3.50p x 2packs x 100 = £700</p>			

Item	Amount	Applied for and expected to hear date	Confirmed
<b><u>To provide a reusable bags for each parcel or kit above and Storage boxes to keep stock in order and to store ongoing donations to develop sustainability £148.20</u></b>			
<p><b>If there is a balance outstanding or you are not awarded the full amount requested from Macclesfield Town Council, state below how the shortfall will be covered or whether the project will be delayed:</b></p> <p>Nappy parcels will continue as donations allow.  Weaning and reusable nappy project will be delayed until such a time as we have funding or donations to commence this project.</p>			

## Accounts summary

Answer the questions below and complete Table 10 to summarise the organisation's most recent accounts.

Are the figures a projection because the organisation has been running less than 15 months? No

Are the figures from the organisation's latest accounts? Yes

If your organisation is VAT registered, please supply your VAT number: N/A


Table 10 Accounts summary

Account year ending	31 March 2022
Total income for the year:	£243,678
Total expenditure for the year:	£142,463
Surplus or deficit:	
Total savings or reserves in the bank at year end:	£101,215 (Includes three government grants for community projects) <i>*Figures published on Charity Commission – for further info please contact Trustees.</i>

## Bank details

Complete Table 11 with the organisation's bank details.

Table 11 Bank details

Organisation's bank account name (payee name):	Silklife Church
Organisations bank account sort code and account number:	

## Project beneficiaries and equality

Complete Table 12, selecting Yes or No where applicable.

Table 12 Project beneficiaries and equality

Total number of people you expect to access your event, activity or facility:	140 families through the funding grant. A total of 392 families when match funded.
Which groups will benefit from your project (i.e. age, disability, ethnicity, disadvantaged etc.)?	Families with children in nappies and children of weaning age
Which geographical area (whole parish or ward(s)) will benefit most from your project, event or activity?	Macclesfield and local surrounding areas
Does your organisation restrict access on the grounds of age?	No
Does your organisation restrict access on the grounds of disability?	No
Does your organisation restrict access on the grounds of gender reassignment?	No
Does your organisation restrict access on the grounds of marriage and civil partnership?	No
Does your organisation restrict access on the grounds of pregnancy and maternity?	No
Does your organisation restrict access on the grounds of race?	No
Does your organisation restrict access on the grounds of religion and belief?	No
Does your organisation restrict access on the grounds of sex?	No
Does your organisation restrict access on the grounds of sexual orientation?	No

## Supporting documentation

Please complete Table 13, selecting Yes or No to indicate if you have the documents. You do not need to send these documents in with your application (apart from your Governing Document, which must be signed, and Safeguarding Policies, to be supplied by e-mail or post within 7 days of submitting this application) but we may request copies at a later date.

Up to date Annual accounts/income and expenditure	Yes
Governing Document	Yes

Safeguarding policies	Yes
Relevant insurances	Yes
Quotes/estimates for equipment	Yes – Costings above outlined.
Affiliation to a Governing Body	n/a see governing document
Equalities and Inclusion Policy	Yes
Planning permission	n/a

## Data Protection

Please ensure that you read this section before submitting your application.

### Grant application administration

Part or all of the information you supply to us will be held on our IT system. This information will be used for the administration of grant applications and for statistical analysis.

Copies of your application, but with personal details redacted, will be provided at the relevant council meeting for consideration of awarding the grant.

For transparency purposes, information about successful grant applications is added to our website and made available to the local press. The press may request contact details of someone able to provide additional information.

Please indicate below if you consent to us passing on your name and email address to the local press for this purpose.

**Yes**

### Grant application support

Please indicate below if you agree for this form to be shared with CVSCE for the purposes of evaluating the application against Macclesfield Town Council's criteria for grants:

Yes

Please indicate below if you agree if you agree to CVSCE contacting me by the following methods to provide feedback or offer additional support on completing this application:

Postal address	Yes
Email address	Yes
Phone	Yes

## Declaration

Please complete table 13 – two signatories are required.

I certify that to the best of my knowledge all the information contained within this application is correct.

I confirm that I understand, agree and accept the terms and conditions of this grant as set out in the Grants and Funding Policy.

Table 13 Declaration

Signed:	[REDACTED]
Date:	[REDACTED]
Name:	[REDACTED]
Position in group:	Team Lead Coordinator, Silklife Foodbank, Macclesfield

Signed:	[REDACTED]
Date:	12.01.2023
Name:	[REDACTED]
Position in group:	Minister and Trustee Silklife Church, Macclesfield

Return to Macclesfield Town Council, Macclesfield Town Hall, Macclesfield SK10 1EA

For further information on how Macclesfield Town Council processes personal data, please view our privacy policy at [www.macclesfield-tc.gov.uk](http://www.macclesfield-tc.gov.uk) or call 01625 374142.