

## **Grant summary**

### **Organisation**

Friends for Leisure

### **Funding request**

Friends for Leisure are requesting funding for a weekly drama group for local children and young people with disabilities to help improve their confidence, mental health and wellbeing.

### **Total cost**

£5,926

### **Grant requested**

£2,000

The difference between the total cost and the grant requested will be bridged by donations and participant contribution.



## 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:	[REDACTED]
Position in organisation:	Fundraising Coordinator
Organisation:	Friends for Leisure
Address:	[REDACTED]
Contact number:	[REDACTED]
E-mail address:	[REDACTED]
Contact address (if different from above):	
Telephone number:	[REDACTED]
Website:	<a href="http://www.friendsforleisure.org.uk">www.friendsforleisure.org.uk</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:	
Telephone number:	
E-mail:	
Position in organisation:	<b>Chair</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:	1068991
Voluntary organisation:	Yes / No
Community group:	Yes / No
Company Limited by Guarantee:	Yes
Not for profit organisation:	Yes / No
Social enterprise:	Yes / No
Other:	
How long has your organisation been in existence?	27 years
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:	<b>FFL's aims are to establish, promote and develop mainstream leisure and friendship opportunities for children and young people with physical, sensory and learning disabilities aged 5-21 across Cheshire East. We do this through a variety of youth groups, holiday activities, one-to-one befriending and family support.</b>

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	Yes

Please give details of lease expiry date/length of lease	<b>5 year single lease/tenancy agreement, expiring August 2024. Held since 2008. Can renew in September 2024.</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>3</b>
Number of part time paid staff	<b>4</b>
Number of casual paid staff	<b>6</b>
Number of full time unpaid staff	<b>0</b>
Number of part time unpaid staff	<b>0</b>
Number of casual unpaid staff	<b>80 (volunteers)</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>£1,380 awarded November 2021</b>
How did you hear about the Community Grant Scheme?	<b>Previous applicant</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:	<b>11<sup>th</sup> September 2023</b>
Name of project (maximum 10 words):	<b>'Friends of Falli' Drama Club</b>
Briefly describe what the grant you are requesting is required for and why it is needed (maximum 150 words):	<b>Children and young people with disabilities continue to face barriers to social and leisure activities. Distance from opportunities, lack of self-belief, lack of appropriate facilities and negative experiences can lead to isolation and loss of independence. Longer term this negatively affects self-confidence and</b>

	<p><b>transition to adulthood.</b></p> <p><b>We can address some of these disadvantages by providing a weekly drama group for local children and young people with disabilities across Macclesfield to help improve their confidence, mental health and wellbeing, skills and independence – whilst having fun! Through carefully designed activities and performances, delivered by an applied drama practitioner, and supported by local volunteers, local disabled children feel more part of their local community and much less isolated and excluded.</b></p>
<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>	<ul style="list-style-type: none"> <li>- We will equip at least 32 children and young people with disabilities in Macclesfield with the skills and independence to try new leisure activities, make friends and feel more confident participating more fully in their local community.</li> <li>- They will have fun, feel more positive and feel less isolated.</li> <li>- We will raise aspirations by showing disabled young people they can pursue a career in the performing arts sector.</li> <li>- Parents/carers will get some much needed respite from their caring role.</li> <li>- Increased leisure opportunities will increase social integration in Macclesfield and develop community activity by bringing more people together.</li> <li>- The small business who provides the drama coaching will benefit from increased revenue, as will the college providing space for us, stimulating the local economy, as well as become more 'disability aware'.</li> <li>- We will continue to use volunteers at this club and promote our volunteering programme locally.</li> </ul>
<p>How will your project or service be sustained in the future? Maximum 50 words):</p>	<p><b>We will sustain these activities by continuing to apply to other grant funders such as the Edward Gostling Foundation and the Russell Trust. We also raise funds through community fundraising and events such as the Run North West Knutsford 10K. Families make a small contribution to help cover some costs.</b></p>

If your application is for an event and you make a profit, please state how this will be used:	<b>N/A</b>
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## 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	0	
Furniture/fixtures/fittings	0	
Equipment purchase	0	
Equipment hire	0	
Premises/facility hire	£1,080	<b>Hire of Fallibroome Academy theatre room</b>
Materials	0	
Advertising/marketing/publicity		
Workshops/seminars/training	£3,960	<b>Cost of workshops (delivered by Ian Mackay, applied drama practitioner, previously known as Jude Theatre CIC) to deliver each weekly drama club workshop (£110 per session, 36 sessions over 1 year during term time)</b>
Other	£288	<b>Travel costs (for staff and volunteers)</b>
Other	£598	<b>Activity assistant support costs (sessional fees)</b>
Total Cost	£5,926	(leave blank)

## 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

Item	Amount	Applied for and expected to hear date	Confirmed
Matched funding amount (Grants etc.)	0		
Own existing funds/fundraising	0	Yes/No	
Projected income from ticket sales etc.	N/A	Yes/No	Yes/No
Other Local Authority e.g. Borough/Town Parish	N/A	Yes/No	Yes/No
Sponsorship (Please specify)	N/A	Yes/No	Yes/No
Donations (please specify)	£2,880	Yes – will be paid each week	Yes
Each family pays £5 towards the cost of each session to help with funding (x 16 people at any one session for 36 weeks)			
Co-op Community Dividend	£1,046	Yes	Yes – exact amount not confirmed but should be at least £1,000 to be paid November 2023
Non-cash or in-kind contributions	N/A	Yes/No	Yes/No
Total projected income	£2,880	Yes	Yes
<b>Amount requested from Macclesfield Town Council</b>	£2,000	n/a	n/a
<b>Balance outstanding</b>	£0	n/a	n/a
<p><b>Please state exactly what the town council funding will pay for:</b>  A contribution towards the drama workshop costs over a year. These are what are most expensive and will be most valued in terms of a grant from the town council. These workshops are externally facilitated by another organisation and are NOT core Friends for Leisure staff salary costs.</p>			
<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>With a £2,000 grant from Macclesfield Town Council Friends for Leisure would not have a shortfall.</p> <p>However, if Macclesfield Town Council did not award the full amount requested then we could either scale down the number of drama sessions we provide to our children or look to our community fundraisers to meet any further shortfall.</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	31/03/2022
Total income for the year:	£158,968
Total expenditure for the year:	£176,507
Surplus or deficit:	(£7,982)
Total savings or reserves in the bank at year end:	£82,690 (6 months running costs as per our charity reserves policy)

## Bank details

Complete Table 11 with the organisation's bank details.

Table 11 Bank details

Organisation's bank account name (payee name):	Friends for Leisure
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:	16 local children/young people with disabilities can attend the drama club when at full capacity but we usually see a changeover at some point during the year/some leave and new children join, so we are estimating 32 unique service users over one year. The same number of parents/carers will also benefit from much needed respite from their caring role. We
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	also average 5-6 local volunteers supporting the group over 1 year.
Which groups will benefit from your project (i.e. age, disability, ethnicity, disadvantaged etc.)?	<ul style="list-style-type: none"> <li>- Children and young people with disabilities</li> <li>- Parents/carers of children with disabilities</li> <li>- Low-income families</li> <li>- Young volunteers (85% aged 15-21)</li> </ul>
Which geographical area (whole parish or ward(s)) will benefit most from your project, event or activity?	Whole of Macclesfield
Does your organisation restrict access on the grounds of age?	Yes – age 5-21 years of age (although parents/carers/siblings can also access our family support in which case no access restrictions with regards to age)
Does your organisation restrict access on the grounds of disability?	Yes – each young person must have a disability or long-term health condition (including mental health issues). Families do not have to have disabilities to access support, nor do volunteers.
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/No – N/A
Affiliation to a Governing Body	Yes/No – N/A
Equalities and Inclusion Policy	Yes
Planning permission	Yes/No – 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:	
Date:	25/05/2023
Name:	
Position in group:	Fundraising and Marketing Coordinator

Signed:	
Date:	25/05/2023
Name:	
Position in group:	Manager

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.

