

## **Grant summary**

### **Organisation**

**MHA Communities Cheshire East**

### **Funding request**

Funding is requested towards a lunch club.

### **Total cost**

**£5,228**

### **Grant requested**

**£908**

The difference between the total cost and the grant requested will be bridged by match funding.



## 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

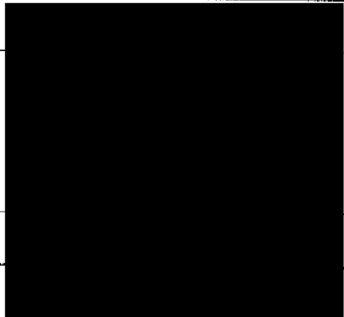
Applicant name:	[REDACTED]
Position in organisation:	Scheme Manager
Organisation:	MHA Communities Cheshire East
Address:	Macclesfield Methodist Church, Westminster Road, Macclesfield, Sk10 1BX
Contact number:	[REDACTED]
E-mail address:	Cheshireeast@mha.org.uk
Contact address (if different from above):	
Telephone number:	
Website:	Mha.org.uk

### 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:	Treasurer	

## 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:	1083995
Voluntary organisation:	Yes
Community group:	Yes
Company Limited by Guarantee:	Yes
Not for profit organisation:	Yes
Social enterprise:	No
Other:	
How long has your organisation been in existence?	24 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:	We aim to support individuals aged over 55 to maintain their independence through opportunities of companionship, trusted support and advice when they need it. We offer regular services in their home with befriending and online activities support. We have 3 lunch clubs to offer opportunity to socialise with others and receive a warm cooked meal and pudding among friends.

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	Yes

Hire local authority land/premises/facilities	No
Lease the land/premises/facilities	Yes
Please give details of lease expiry date/length of lease	<b>We rent our office from the church and this is an ongoing agreement. We rent the space for lunch at Macclesfield Methodist Church, calvary Church and the space at Shrigley Court is available to us for free.</b>

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>1</b>
Number of casual paid staff	
Number of full time unpaid staff	
Number of part time unpaid staff	<b>45 volunteers active in the scheme</b>
Number of casual unpaid staff	

## 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	Yes
If yes, please tell us when and how much was awarded:	<b>£500 October 2022</b>
How did you hear about the Community Grant Scheme?	<b>Spoke with 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:	September 2023 – February 2024
Name of project (maximum 10 words):	<b>Macclesfield Methodist Church Lunch</b>
Briefly describe what the grant you are requesting is required for and why it is needed (maximum 150 words):	<b>This will support the delivery of this Lunch Club against the rent,</b>

	<b>refreshment costs, resource costs and travel</b>
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><b>We will be able to deliver this club every Tuesday for 4 weeks a month for our members and we do have space for new members to join us.</b></p> <p><b>This lunch is a wonderful opportunity for our members to attend and socialise. For some we are aware have had struggles with depression and coming to the lunch gives them satisfaction of getting out of their home and enjoy the company of others feeling safe and the extra bonus of a lovely meal.</b></p>
How will your project or service be sustained in the future? Maximum 50 words):	<b>We will reapply to Awards for all for funding, we do receive a contribution from our members and we will reapply to other sources for funding. MHA give the scheme a small grant every 3 months of around £2000</b>
If your application is for an event and you make a profit, please state how this will be used:	<b>N/A</b>

## 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	N/A	
Furniture/fixtures/fittings	N/A	
Equipment purchase	N/A	
Equipment hire	N/A	
Premises/facility hire	£2820	Office rent £350 per month and hire of hall for lunch £1 per head £30 per week
Materials	240	Catering items – example items to maintain the food safety and provide items to serve lunch

Item	Estimated cost	Details
Advertising/marketing/publicity	£488	<b>2 seasonal prints of newsletters to each member and posted</b>
Workshops/seminars/training	N/A	
Other	£1680	<b>Refreshments budget £70 for each lunch</b>
Total Cost	5228.00	(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.)		No	Yes/No
Own existing funds/fundraising		No	Yes/No
Projected income from ticket sales etc.	4320	Contribution – assume we have 30 attend each time	Yes/No
Other Local Authority e.g. Borough/Town Parish		No	Yes/No
Sponsorship (Please specify)		No	Yes/No
Donations (please specify)		No	Yes/No
Non-cash or in-kind contributions		No	Yes/No
Total projected income		n/a	n/a
<b>Amount requested from Macclesfield Town Council</b>	908	n/a	n/a
<b>Balance outstanding</b>		n/a	n/a

**Please state exactly what the town council funding will pay for:**

Support to our lunch Club for 6 months providing a service to 30 older people at Macclesfield Methodist Church

**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:**

**Scheme reserves**

Item	Amount	Applied for and expected to hear date	Confirmed

## 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? Yes/No

Are the figures from the organisation's latest accounts? Yes/No

If your organisation is VAT registered, please supply your VAT number:

Table 10 Accounts summary

Account year ending	2022
Total income for the year:	18,051
Total expenditure for the year:	66349
Surplus or deficit:	(48298)
Total savings or reserves in the bank at year end:	23654

## Bank details

Complete Table 11 with the organisation's bank details.

Table 11 Bank details

Organisation's bank account name (payee name):	MHA Communities – Cheshire East
Organisations bank account sort code and account number:	<div style="background-color: black; width: 100px; height: 20px;"></div>

## 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:	Lunch club each week – 30 members Over the 6 months – 720 at most will attend
Which groups will benefit from your project (i.e. age, disability, ethnicity, disadvantaged etc.)?	Our members and potential members, people over 55 years and potential volunteers over 18.

Which geographical area (whole parish or ward(s)) will benefit most from your project, event or activity?	Cheshire East
Does your organisation restrict access on the grounds of age?	Yes
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	No
Affiliation to a Governing Body	No
Equalities and Inclusion Policy	Yes
Planning permission	No



## 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 / No

### 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

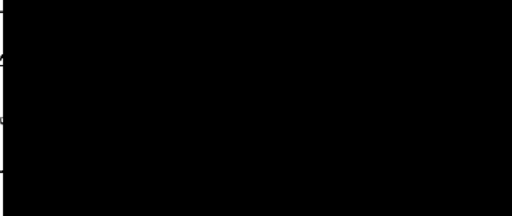
## Declaration

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:		
Name:		
Position in group:		

Signed:		
Date:		
Name:		
Position in group:		

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.