

RECORD OF EXECUTIVE DECISION TAKEN BY AN EXECUTIVE MEMBER

This form **MUST** be used to record any decision taken by the Elected Mayor or an individual Executive Member (Portfolio Holder).

The form must be completed and passed to the Chief Officer Democratic and Registration Services no later than NOON on the second working day after the day on which the decision is taken. No action may be taken to implement the decision(s) recorded on this form until 7 days have passed and the Chief Officer Democratic and Registration Services has confirmed the decision has not been called in.

1. Description of decision

To award the following grants:

- i. £1,000 to the King's Arms Project towards the costs of running of the 'Friday Night Meeting' each week for socially excluded people who are or are at risk of homelessness and who are not accessing any other form of support;
- ii. £1,000 to St. Neots and District Fish Preservation and Angling Society towards the cost of the installation of a disabled platform for disabled anglers at Wilden Reservoir;

2. Date of decision

15 October 2018

3. Reasons for decision

In each instance the award is in accordance with the established criteria for making awards and will assist the organisation in providing services to local residents and in particular will;

- i. Support the service to provide a weekly opportunity to engage with up to 70 people who are or are at risk of homelessness to encourage them to access other services that can support them to avoid homelessness.
- ii. Provide a facility to enable disabled anglers to fish at Wilden Reservoir.

4. Alternatives considered and rejected

The alternative of not awarding grants or awarding different amounts was considered and rejected.

5. How decision is to be funded

There are sufficient funds remaining from the approved budget for 2018/19 to meet the cost of the awards.

6. Conflicts of interest

Name of all Executive members who were consulted AND declared a conflict of interest.	Nature of interest	Did Standards Committee give a dispensation for that conflict of interest? (If yes, give details and date of dispensation)	Did the Chief Executive give a dispensation for that conflict of interest? (If yes, give details and the date of the dispensation).

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The Mayor has been consulted on this decision

n/a

Signed DAVE MODGSON Date 1/10/2018 Name of Decision Taker MAYOR DAVE MODGSON

This is a public document. A copy of it must be given to the Chief Officer Democratic and Registration Services as soon as it is completed.

Date decision published: ... 30 OCTOBER 2018

Date decision can be implemented if not called in: 11 OCTOBER 2018

(Decision to be made exempt from call in.....~~YES~~ or NO.....)

Bedford Borough Council – Report to the Mayor

October 2018

Report by the Chief Officer for Customer Experience and Digital Services

Subject: COMMUNITY CHEST 2018/2019

1. **Executive Summary**

This report advises the Mayor of two applications for funding from the Community Chest and requests a decision regarding the funding, if any, to be awarded.

2. **Recommendation(s)**

The Mayor is requested to consider two applications for financial assistance which is summarised at **Appendices B to C** and, if satisfied, to determine the sum, if any, to be awarded up to the maximum of £1,000 in accordance with the agreed Community Chest criteria.

3. **Reasons for Recommendations**

To enable consideration to be given to supporting an application for financial assistance from voluntary, community or charitable organisations working locally which provide services that benefit Bedford Borough residents.

4. **Key Issues**

(a) **Legal Issues**

The Council must have the power to provide grant funding to the organisation concerned. A source of power for payments to “voluntary organisations” (which are defined to be “a body which is not a public body but whose activities are carried on otherwise than for profit”) and to charitable bodies (in furtherance of their work in the United Kingdom) is s.137 of the Local Government Act 1972. A further source of power is of the Localism Act 2011.

Criteria for the award of grants from the Community Chest fund have been established by the Grants Committee over a number of years and are reproduced at **Appendix A.**

(b) Policy Issues

The criteria for the award of grants to voluntary, community and charitable organisations from the Community Chest (shown at Appendix A to this report) were approved by Members at the meeting of the Grants Committee on 3 March 2011.

(c) Resource Implications

The Council's agreed revenue budget for 2018/2019 includes a budget of **£10,000** for Community Chest grants of which **£7,600** remains available for awards. There are two applications for funding for consideration set out in this report for a total sum of **£2,000** and there are sufficient funds remaining to meet this amount should they be awarded.

(d) Risk Implications

There is a risk to the Council's reputation if the process for allocation of grants is not seen to be conducted in a fair and transparent manner. There is also a small risk that a legal challenge could be made against the Council under, for example, equalities legislation. This risk is mitigated through previous consultation undertaken with the third sector which was considered by the Grants Committee at its meeting of 14 March 2012 and the established criteria and application process for the Community Chest which was approved by the Grants Committee at the meeting of 3 March 2011.

(e) Environmental Implications

No adverse environmental implications have been identified as arising from the project for which funding is sought.

(f) Equality Analysis

In preparing this report, due consideration has been given to the Borough Council's statutory Equality Duty as set out in Section 149(1) of the Equality Act 2010, to have due regard to the need to;

- (a) eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by or under this Act;
- (b) advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it;
- (c) foster good relations between persons who share a relevant protected characteristic and persons who do not share it.

A detailed equality analysis regarding the Council's arrangements for consideration of grant applications was considered by the Executive on 7 December 2011. This analysis shows that the organisations supported through third sector grants and community chest awards provide services to persons with protected characteristics and, therefore, there is the potential for changes to the level of support provided to organisation to adversely affect persons in protected groups.

A relevance test for equality has been completed in respect of the recommendations made in this report. The equality test determined that since there are no proposals to change the processes or guidelines for the award of grants that the activity has no relevance to Bedford Borough Council's statutory equality duty to eliminate unlawful discrimination, advance equality of opportunity and foster good relation. An equality analysis is not needed.

5. **Details**

The Mayor is requested to consider the application shown at **Appendices B to C** having regard to the approved criteria, which are shown at **Appendix A**. The application is summarised below:

Applicant	Reason for Application	Amount Requested
King's Arms Project	Costs towards the running of the 'Friday night Meeting'	£1,000
St.Neots and District Fish Preservation and Angling Society	Cost of the installation of a disabled platform for disabled anglers at Wilden Reservoir	£1,000
Total		£2,000

6. **Summary of Consultations and Outcome**

The following Council Units or Officers and/or other organisations have been consulted in preparing this report:

None.

7. **Ward Councillor Views**

Not applicable for this report.

Report Contact Officer(s): Lee Phanco, Chief Officer for Customer Experience and Digital Services
(01234) 718351
E-mail lee.phanco@bedford.gov.uk

Previous Relevant Minutes: Minute 12; Grants Committee 11 February 2015
Minute 3; Grants Committee 14 March 2012
Minute 3; Grants committee 3 March 2011

Background Papers: Application forms received from the organisations.

Appendices
A – Criteria for the award of Community Chest Grants
B – Application – King's Arms Project
C – Application – St. Neots and District Fish Preservation and Angling Society

BEDFORD BOROUGH COUNCIL
COMMUNITY CHEST FUND
APPLICATION FOR FINANCIAL ASSISTANCE 2018/19
(VOLUNTARY, COMMUNITY OR CHARITABLE ORGANISATIONS)

Community Chest Grants help to improve the quality of life for residents of the Borough by funding organisations which can assist the council in the goals outlined in the Corporate Plan and the Sustainable Community Strategy key themes of:

- o **Economic Development, Regeneration & Enterprise**
- o **Environment & Climate Change**
- o **Adult Health & Wellbeing**
- o **Children & Young People**
- o **Safer Communities**
- o **Sustainable Communities (incl. Housing & Transport)**

Further details are available at: http://www.bedford.gov.uk/council_and_democracy/key_plans_and_strategies.aspx

The Mayor has authority to award grants from the Community Chest fund for activities in accordance with the pre-determined criteria outlined below. Grants can be awarded for CORE (running costs) and PROJECT costs **up to £1,000**.

The applicant must be able to demonstrate that the organisation is also seeking funding from elsewhere. Any sum awarded will be regarded as a 'one-off' and no commitment will be given to ongoing funding.

The organisation making an application must ordinarily:

- o Be a voluntary, charitable organisation or community group providing services and activities for Bedford Borough residents. Applications cannot be accepted from individuals or party political groups;
- o Be known to the council through partnership working or be able to demonstrate that it can develop a relationship with the council or has borough councillor representative(s) on its management committee;
- o Be a not for profit organisation;
- o Have a constitution, set of rules or memorandum and articles of association with clear aims and objectives which support the council in the goals outlined in the Corporate Plan and the Sustainable Community Strategy;
- o Have formal financial arrangements with accounts which are not more than 12 months old and (audited with certificate or verified by a suitable competent person independent of the organisation). Organisations which have been in existence for less than one year can provide a forecast of income and expenditure signed by the chairperson and the treasurer;

- o Have a bank or building society account in the name of the organisation with at least two unrelated signatories;
- o Have an equal opportunities policy;
- o Have a child protection policy/vulnerable adult policy if the organisation works with or for young people/vulnerable adults;
- o Provide a report and simple statistics on service provision/progress of the project to the deadlines set by the Council;
- o Show how the value of their work can help support the Council deliver its public sector duties to promote equality and tackling discrimination and the new public sector equality duties from April 2011:
 - Eliminate discrimination
 - Advance equality of opportunity
 - Foster good relations
- o Assist the council in providing value for money for the residents of the Borough;
- o Not be more suitably funded from another source (either within the council or from another external statutory body);
- o In relation to funding for specific projects or events:
 - Organisations should show that the project or event meets one or more of the key themes of the Council's Sustainable Community Strategy, that there is a demonstrated need and that the project would not ordinarily be funded from other council grant schemes or other statutory bodies.
 - In most cases, reimbursement will only be made once an event/project has been undertaken and proof of payment(s) made will be required. In certain circumstances other payment arrangements may, however, be considered. The project or event must be undertaken in the current financial year. Failure to achieve this will mean that the funding automatically lapses.

**COMMUNITY CHEST APPLICATIONS: GRANT REQUEST EVALUATION
CORE FUNDING 2018/19**

	Name of Applicant:	King's Arms Project	
	Operating address of the organisation in Bedford Borough:	King's House 245 Ampthill Road Bedford MK42 9AZ	
	Date of Application:	26/07/2018	
2e	When was the organisation established?	January 2011	
1 a-g	Type of organisation: e.g. Trust, registered charity, company limited by guarantee, etc. State registration number where applicable Social Enterprise, CIC	Registered Charity, charity no 1139956	
1h	Is the organisation a local group of a national organisation, if yes, state which.	No.	
Q16	Geographical area of operation, (town, village or ward(s))	Bedford Borough	
Q8	Number of paid employees:	27 FT	6 PT
Q8	Number of volunteers:	4 >10Hrs	35 <10Hrs
7a	Organisation operates to an appropriate quality system, if yes, state which. State if fully accredited or 'working towards'.	<i>'Yes. We monitor the effectiveness of our programmes on a regular basis through outcomes monitoring, key performance indicators and stakeholder feedback. To further support this monitoring we also use the Supporting People Quality Assurance Framework and we are working towards gaining PQASSO Level 1 certification.'</i>	
Pg 1	Organisation works with Bedford Borough officers to deliver this service or activity? If yes, details here.	<i>'Yes. We actively work with Bedford Borough Council to ensure that the services we provide are running most effectively and best meet the needs of the local area. This includes working with the following officers: Tabitha Resta (Housing Needs Team Leader) Annaliza Large (Rough Sleeper and Reconnections Officer) Lori Dyke (Business and Contacts Manager) Lee Phanco (Chief Officer for Customer Experience and Digital Services) Siân Hughes (Economic Development Manager)</i>	

		<p><i>Sarah Stevens (Community Safety Analyst)</i> <i>Barbara Wanford (Public Health Senior Practitioner)</i> <i>Andy Heslop (Strategic Commissioning and Procurement)</i> <i>Various Social Care Officers (Including Physical Disabilities and Family Liaison)</i>’.</p>
Q3	Aims and objectives and activities of the organisation	<p><i>‘King’s Arms Project has supported thousands of people out of homelessness since 1989. We are passionate about helping the most disadvantaged in our society by restoring dignity and self-worth. Our aim is to break the poverty-cycle and reliance on the benefits system, and move clients into becoming contributing members of their local communities, free from social exclusion.</i> <i>We believe that there is no such thing as a hopeless case; that no one is too entrenched in poverty.</i> <i>We believe in strength of community; that no one should face homelessness alone and that wider society is part of the solution.</i> <i>We believe in providing opportunity; that everyone deserves the chance to see dreams realised.</i> <i>Over the next year we will achieve this by supporting over 650 clients across Bedfordshire and Milton Keynes through the following services:</i> <i>18-bed Night-shelter, affordable supported Move-On Housing, weekly free meal in town-centre, rough-sleeper Outreach, No-Recourse service, employment & life-skills courses, supporting 26 prison-leavers with mentoring and securing stable accommodation, as well as supporting 40 Syrian refugees to integrate and providing intensive English language learning. Mentoring across all our services resulting in increased confidence, improved self-esteem, enhanced social skills, and ability to cope with stressful situations.’</i></p>
Q15b	Expected outcomes of the organisation’s current and planned activity(ies) and how they will be monitored	<p><i>‘We believe in building people into a community where they feel safe and are resourced to contribute.</i> <i>Through this project:</i></p> <ul style="list-style-type: none"> <i>• Beneficiaries are offered healthy food and a safe environment where they can chat and share about issues affecting their lives.</i> <i>• We can support beneficiaries who are not accessing the right services or who have run out of options for where to turn to help.</i> <i>• Our Rough Sleep Outreach Worker works with individuals by supporting, advocating and signposting to address their exclusion and take the next steps in their life.</i> <i>• Beneficiaries will sign up to the various Skills for Life courses and sports activities, leading to increased confidence and self-esteem.</i> <p><i>We will therefore achieve the following objectives;</i></p> <ul style="list-style-type: none"> <i>• We will serve 10,000 meals each year</i> <i>• We will have up to 2,300 visitors to the Friday Night Meeting over a year</i>

		<ul style="list-style-type: none"> • 100-150 different clients will be supported and referred on to appropriate support • 100-150 different clients will be offered places on our Life-skills course and Pathways to Employment courses. <p><i>This includes a needs assessment by a support worker, and from this meeting the support worker constructs a tailor-made support plan.</i></p> <ul style="list-style-type: none"> • 40-50 different clients will be offered Mentoring, and when clients attend regular mentoring, self-esteem is enhanced. <p><i>The success of this project will be measured in the following ways:</i></p> <ul style="list-style-type: none"> • We keep a record of how many people attend Friday Night Meeting and receive meals each week. • We will monitor client referrals to external services and will monitor the uptake of these, whilst working with partners to improve accessibility. • Our Rough Sleeper Outreach Team will measure success through client feedback, move on rates, feedback from other organisations and by recording a breakdown of clients they work with. • We will implement the Outcome Star for clients on our courses. This highlights 'distance travelled' and helps clients evaluate their skills, competencies and progress over time. This helps clients to identify and understand change, enabling them to celebrate success and understand which areas need development. • We monitor attendances on our courses through course registers. We will also assess clients on skills based courses and provide certification for accredited courses. • We will keep work placement logs for each client on a work placement to monitor the success of their placement. We will also monitor placements regularly and will request formal feedback at least every six months to ensure success. • We receive feedback from clients, volunteers and other stakeholders, to understand the success and to implement future improvements.
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SUMMARY OF ORGANISATION'S ELIGIBILITY

Principles for the award of grants from the Community Chest

151	1 Supports the Council's Sustainable Community Strategy 2009/12 How will the funding requested assist the Council in the delivery of the Sustainable Community Strategy?	<i>'The project will have an impact upon all the priorities highlighted within the Council's Sustainable Community Plan.</i> <i>This includes:</i> ECONOMIC DEVELOPMENT, REGENERATION & ENTERPRISE: <i>Clients will receive access to our Pathways to Employment programme which has already seen up to 50% of clients who have completed a work placement, move into employment. As</i>
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a result of the support we provide, we have seen clients move on to set up their own businesses including car mechanics, bakeries and recycling. Your support will enable individuals who have fallen upon hard times, receive the support to address the barriers to participation and achieve their aspirations. This will also be supported with casework support, mentoring and the opportunity to volunteer at Friday Night Meeting.

ENVIRONMENT AND CLIMATE CHANGE:

This project brings together clients into a safe, welcoming environment. To achieve this, we work together with local supermarkets to receive surplus food which reduces waste considerably. Providing food in an indoor environment for homeless clients enables us to use food efficiently, dispose of waste correctly and recycle wherever possible.

ADULT HEALTH AND WELLBEING:

Homeless Link (2014) highlight the negative health impact as a result of homelessness. This includes 73% of homeless people reporting physical health problems, 80% experiencing a mental health issue and 35% not eating at least two meals a day. This project will enable us to address these issues by developing community, building friendships, providing healthy nutritious meals and providing access to health facilities. Our Night-shelter in particular, provides opportunities for members of the homeless community to receive a drop in from a local GP.

CHILDREN AND YOUNG PEOPLE

Our services are open to young people over the age of 18 and support a considerable number of people under 25 years old. 56% of our Pathways to Employment clients last year were under the age of 30. 21% of our Night-shelter clients between January 2017 and October 2017 were under the age of 30. Of our Night-shelter clients aged under 30, 53% had previous convictions and 38% had been in prison.

We have seen young clients go on to become pioneers of social development and champions of the community by establishing businesses, becoming employers and leading support services.

Our Friday Night Meeting programme also supports parents with young children and supports parents who want to re-engage with their families (with the support of other agencies, including support workers). Our support enables us to engage with young people or parents, enabling us to provide support to make good decisions, care for others and live independently.

SAFER COMMUNITIES

King's Arms Project believes in the strength of community; that no one should face homelessness alone and that wider society is part of the solution. This project is therefore supported by over 40 different volunteers and a wide range of business partners. We have seen clients go on to become pioneers of social development and champions of the community. We believe in building people into a community where they feel safe and are resourced to contribute. We believe that we all have a role to play and that we must stand against poverty together. We believe that this is an important component for building confident communities and ensuring that those going through rough times have a place to meet friends and find a listening ear. This has a positive impact upon breaking the cycle of crime by

			<p><i>developing safer communities, providing opportunities for training and qualification, and finding a way out of poverty.</i></p> <p>SUSTAINABLE COMMUNITIES</p> <p><i>This Project will enable us to address the support and accommodation needs of our clients, with the aim for them to be financially independent and within accommodation of their own. Last year our Bedford-based Outreach Workers worked with 57 rough sleepers in 2017, supporting 63% into accommodation. We have seen up to 84% of clients from our move on housing project move into employment and have seen countless others moving into jobs.'</i></p>
15g	2	<p>Value for money</p> <p>How does the funding requested represent value for money for council tax payers?</p>	<p><i>'This project provides excellent value for money as it develops community cohesion due to the high numbers of volunteers and clients supported through this programme. We anticipate that up to 150 clients and up to 40 volunteer will benefit. This will ultimately support clients off the streets, into safe supported accommodation and into employment. This would lead to a reduction in the amount claimed through Housing Benefit and Job Seekers Allowance. The national charity Crisis (2018) estimates that the cost of a successful prevention intervention for a rough sleeper is £1,426, whereas the cost of that individual being homeless for a year is £20,128. This represents a potential saving of £18,702 per Rough Sleeper supported into accommodation.</i></p> <p><i>This project is also supported by receiving surplus food donations which reduces our food bill and enables us to benefit from economies of scale. This means that we can provide a two course meal for an average of £1.25.'</i></p>
15h	3	<p>Equal Opportunities</p> <p>How does the work of this organisation help to support the Council to promote equality and tackle discrimination and the new public sector duties? Does it:</p> <ul style="list-style-type: none"> • Eliminate discrimination • Advance equality of opportunity • Foster good relations 	<p>'ELIMINATE DISCRIMINATION</p> <p><i>Cross cultural friendships will develop and an understanding across different backgrounds will be bridged. We will treat everyone fairly and believe that everyone deserves equal opportunities. As a result of bring such a wide client group together; understanding is increased as is an awareness of the different challenges that are experienced.</i></p> <p>ADVANCE EQUALITY OF OPPORTUNITY</p> <p><i>We believe that there is no such thing as a hopeless case; that no one is too entrenched in poverty of any kind that they are beyond help. Throughout our work, we ensure that nobody faces homeless alone and that wider society is part of the solution. We believe in providing opportunity; that everyone deserves the chance to advance themselves and see their dreams realised. To this end, so far we have seen 63% of people rough sleeping directly move into their own accommodation. We have also seen up to 50% of our Pathways to Employment volunteer placement clients move into employment of their own. We will continue to advocate and support our clients to access these opportunities.</i></p> <p>FOSTER GOOD RELATIONS</p> <p><i>This project brings together clients and volunteers from a wide range of ages and ethnic backgrounds. Throughout this, we have seen cross cultural/generational friendships develop and support networks increase. This has also led to previous clients moving on to volunteer with us, which also provides hope and an informed approach to addressing challenges.'</i></p>

	4	Meeting the criteria for the award of grants established by Members Has the organisation met the criteria established by Members?	Yes
10d	5	Duplication of services How has this organisation demonstrated that it provides a unique service to the residents of the borough?	<i>'Friday Night Meeting is unique in the way that it is holistic, progressive and co-ordinated and has dedicated support options available to migrants with no recourse to public funds. This service enables clients to receive support from dedicated outreach workers, directly access our Night-shelter service, apply for dedicated No-Recourse accommodation and enrol upon skills training courses that will prepare clients for employment. This approach links comprehensively with other voluntary and statutory services to provide a route out of homelessness and ensure that the correct sustainable support is provided.'</i>
10	6	Performance Indicators Does this organisation have specific performance indicators, particularly national indicators? Can it meet agreed performance targets?	<i>'Yes. 200 clients will receive support through our outreach work. As a result of this clients will gain personalised support, receive community, develop friendships with other clients, become aware of statutory changes that may affect them, gain information about upcoming courses and activities and will be supported to access services to develop their independence. Up to 300 vulnerable clients will receive accommodation, enabling clients to have the refuge, safety and stability to develop independence and life skills to be able to secure long term accommodation and employment in the future. As a result of this clients will receive training in basic life-skills and assistance to develop the skills and resources they need to realise their aspirations and become an active and integrated member of their community. 150 clients will receive support through our Pathways to Employment programme, which will prepare clients for employment and independent living through skills development, pre-tenancy courses, work placements and employability training. Of those who move into volunteer work placements, we aim for at least 35-40% to move into employment. Clients will develop in independence, confidence and work-readiness as a result of our training courses that will be offered to them.'</i>
15c	7	Provides or supports a statutory service Does this organisation feel that it provides a statutory/complementary service i.e. in that it assists the council in the delivery of a statutory service [This means that if the organisation did not deliver this service the council would need to seek an alternative provider or make direct provision].	<i>'No.'</i>
	8	Works specifically with or for ethnic or minority groups Does this organisation work specifically with or for ethnic or minority groups?	No.

DETAILS OF REQUESTED FUNDING

<u>Amount of Grant Requested</u>	£1,000.00
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Purpose for which funding is requested:

'Friday Night Meeting is often the 'first point of contact' for up to 70 socially excluded individuals each week who are not accessing any form of support. This includes rough sleepers, the homeless, individuals who are vulnerably housed and anyone in need of a hot meal.

We provide not only healthy food, but also a safe environment for people to sit a chat and share issues affecting their lives. We are supported by a fantastic group of 30 committed volunteers each year from many different ages, backgrounds and personalities, including a leadership team of five volunteers. This includes previous service users who themselves know what it is like to be homeless or isolated, and now come along to meet, serve and support those currently in that situation. We also introduce volunteering to current service users and provide training/mentoring to make this possible.

As well as providing food, friendship and support, a key function is the 'signposting' to other support services and medical help that is available locally. This includes support through our Rough Sleeper Outreach Team who work together with entrenched rough sleeper clients to give the best support they need to take the next step in their life.

Our Rough Sleeper Outreach Team also support those who are vulnerably housed to sustain their tenancy and develop healthier lifestyles. This has included helping clients with depression/anxiety to clean their house to avoid eviction, liaising with the council to avoid a client with rent arrears being evicted and helping a clients to secure a replacement fridge. We work alongside our Night-shelter service to both support clients that cannot be housed. Clients are also encouraged to sign up to our Pathways to Employment courses which includes employability courses, work placements, IT training, cookery and sports activities. This holistic, progressive and co-ordinated approach is unique to this service, along with the dedicated support options available to migrants with no recourse to public funds. A key aspect of Friday Night Meeting is building community and friendships between different cultures.

This is reflected in our volunteer team and also through the range of clients who attend each week. This enables us to address a wide range of needs, from the practical issue of sleeping rough, to long term emotional issues, ensuring successful independent accommodation, gaining employment and developing real community.

A growing number of our clients do not have recourse to public funds. We therefore have a dedicated No-Recourse Outreach Worker who attends Friday Night Meeting, who is also polish-speaking. We believe the key to overcoming homelessness in the Eastern European community is to help this client group secure employment, which then enables them to afford suitable sustainable accommodation.

Bedford experiences the seventh highest rough sleeping rate nationally (76 people in Autumn 2017). Our Bedford-based Outreach Workers worked with 57 rough sleepers in 2017, supporting 63% into accommodation. Despite the challenging move-on options available, between Jan 2017 – end of April 2018, 53% of these clients were supported into accommodation. This has been supported greatly through the opening of dedicated accommodation for clients who do not have recourse to public funds.

The cost of running this project over the next year is £10,842. We have already secured £3,250 towards this budget from a volunteer fundraising event and a grant from a local Trust. We therefore still need to raise £7,592 towards this. We are asking if the Bedford Community Chest will consider supporting us with a grant of £1,000 towards this.'

What will happen to the service or project if this funding is not awarded? Does the organisation have a contingency plan?

'We will continue to apply for funding as outlined above, along with applying for funding towards our other projects. If we were not successful with this opportunity we would need to invest more time into securing funds from elsewhere, using up spare resources which could otherwise have been used to support more clients. Partial funding could therefore have a proportional impact upon our outcomes. We would also be restricted in the time that we can invest into developing plans for a social

	<i>enterprise which would otherwise develop financial sustainability.'</i>			
19b	Would a grant from this Council help the organisation to secure match/lever funding? If yes, how much would it help to secure and from which organisation?	<i>'Yes. We have experienced throughout the years how this has often be the case. As an example 'The Removing Barriers to Volunteering Fund' awarded us a grant in 2016 on the condition that we secured all other income required to run the project.'</i>		
18	Is this organisation actively seeking funding from other local authorities, trusts or organisations in respect of this work or project? If not, why not?	<i>'Yes.'</i>		
	Date Applied	Organisation applied to	Amount applied for	Outcome (if known)
	30/06/2016	Howard Foundation	£750.00	<i>'Awarded (£1,000 per year was awarded until 2018 and £750 is remaining for this year).'</i>
	01/02/2018	Volunteer Fundraising event	£2,500.00	Successful
	29/03/2018	Co-op Local Causes	£1,500.00	Pending
	05/04/2018	Robert Kiln	£1,000.00	Pending
	31/05/2018	Gale Family Charity Trust	£3,000.00	Pending
15e	How has the organisation effectively demonstrated that there is a need for this service or project? [Have they have provided details of research, surveys, consultation or evidence of current demand?]		<i>'Bedford experiences the seventh highest rough sleeping rate nationally, with 76 people recorded in autumn 2017, an increase of over 300% in the past three years.</i> <i>Across our services our support is aimed at rough-sleepers, prison-leavers, refugees, youths at risk, vulnerable women and individuals who are either victims of crime or are vulnerable to exploitation.</i> <i>Our Bedford-based Outreach Workers worked with 57 rough sleepers in 2017, supporting 63% into accommodation. Of the 76 recorded rough-sleepers in 2017, 47 were British, 27 were EEA nationals and 2 were unknown. Our clients are particularly vulnerable in this respect as 51% of rough sleepers supported last year had been a victim of abuse and 49% of our Night-shelter clients have been in prison. 90% of our female Night-shelter clients have physical or mental illnesses, 29% have been victims of violence and 52% had previously been in prison.</i> <i>The needs of our homeless clients are varied, but can include: access to medical support and</i>	

		<i>addiction help; gaining ID documents for legal issues, mentoring to restore self-esteem, training in essential life-skills, along with training in dealing with landlords and coping in the work-place. However, the long-term aim is making it possible for them to come off the streets for good and into stable and appropriate accommodation. Training and gaining employment is key to this, and therefore a service that offers, not just emergency housing, but a sustainable solution which includes viable housing options and a pathway into employment is imperative.'</i>
Q16	When and where are the services or the project available or will be available to the users?	<p><i>'Your support will help support the running of our Friday Night Meeting Outreach meal, which takes place at the Guild House every Friday between 730pm and 930pm. We host this event at the Guild House as it is very close to the town centre and this increases accessibility for our clients.</i></p> <p><i>We will see between 45 to 65 clients attend each week and anticipate serving at least 2,000 meals each year. The service will be open to anybody in need from Bedford Borough. Based on our track record, 150 different clients will benefit each year and this will be supported by up to 40 different volunteers.</i></p> <p><i>As outlined below, we do have a waiting list for a number of our services. Our Night-shelter is usually oversubscribed and we also have a waiting list for the No-Recourse Accommodation service. We are currently expanding our Move-On Housing capacity to 25 bed spaces which will provide additional spaces for this service from August 2018. Friday Night Meeting and Pathways to Employment programme are open-access although specific courses within Pathways to Employment have limited spaces.'</i></p>
10a	How many individuals will benefit from this service or project?	650, 88% in of which are in Bedford Borough.

Financial Comment

The organisation is a registered charity and a company limited by guarantee.

Financial statements are provided for the year to December 2017 and are subject to an independent examination by Mazars LLP who do not report any causes for concern regarding the preparation of accounts. The financial statements provide the following information;

	Unrestricted	Restricted	Total
Income	£117,755	£1,251,064	£1,368,819
Expenditure	£60,518	£1,289,233	£1,349,751
Surplus/deficit	£57,238	(£38,170)	£19,068

The balance sheet shows net assets of £253,134 at 31 December 2017. This is comprised of £151,119 in unrestricted funds and £138,661 in restricted funds. Cash and cash equivalents total £125,413.

The organisation's policy is to maintain reserves of three months' expenditure. Due to expenditure on service development during 2017 reserves currently stand at approx. 1.7 months' expenditure.

This organisation has indicated that the following ticked categories best describe (a) the work of their organisation and (b) the client group(s) they serve.			
(a) Service(s) provided	X	(b) Client Group(s)	X
Accommodation		Children and/or Young People	
Accommodation with support	X	Disabled People	
Adult Education		Ethnic Minority Communities	X
Adult Health and Wellbeing	X	Workless People	X
Advice, Counselling and Information		Families	
Arts Development		Lesbian, Gay, Bisexual, Transgender	
Carers		Homeless People	X
Children and Young People		No one specific group	
Community and Tenants' Associations		Older People	
Community Activities/Development		Other voluntary and community groups	
Safer Communities	X	People on low incomes	X
Education, Skills and Training		People living in deprived areas	X
Environment & Climate Change		People living in rural areas	
Health (including mental health)		Women and girls	X
Sports, Recreation and Leisure		Other (<i>please specify</i>)	
Social Inclusion, Community Cohesion & Culture			
Sustainable Communities			
Other (<i>please specify</i>) – Employment, work experience			

**COMMUNITY CHEST APPLICATIONS: GRANT REQUEST EVALUATION
CORE FUNDING 2018/2019**

	Name of Applicant:	St.Neots and District Fish Preservation and Angling Society	
	Operating address of the organisation in Bedford Borough:	1 Swallowfield, Wyboston, Beds, MK44 3AE	
	Date of Application:	15/05/2018	
2e	When was the organisation established?	April 1953	
1 a-g	Type of organisation: e.g. Trust, registered charity, company limited by guarantee, etc. State registration number where applicable Social Enterprise, CIC	Community Group/Club/Society	
1h	Is the organisation a local group of a national organisation, if yes, state which.	No	
Q16	Geographical area of operation, (town, village or ward(s))	Bedford Borough: Wilden Reservoir	
Q8	Number of paid employees:	0 FT	0 PT
Q8	Number of volunteers:	3>10Hrs	5<10Hrs
7a	Organisation operates to an appropriate quality system, if yes, state which. State if fully accredited or 'working towards'.	No	
Pg 1	Organisation works with Bedford Borough officers to deliver this service or activity? If yes, details here.	No	
Q3	Aims and objectives and activities of the organisation	<i>'To promote the sport of angling and outdoor activities aimed at families and all others, to maintain a community spirit and forum for the local community. Angling contains no barriers gender or otherwise and everyone is able to fish regardless of a disability. This is outlined in our 5 year plan.'</i>	

Q15b	Expected outcomes of the organisation's current and planned activity(ies) and how they will be monitored	<i>'We expect the disabled platform to be used on a daily basis as this is Carp water and one of the most popular fish to angle for. We anticipate disabled anglers benefiting from this platform, 14 disabled anglers per week. We have 6 bailiffs who monitor Wilden at regular intervals, who will make a note of their use. Anglers also tend to put their catches as photos on Facebook, so this will be picked up by our simple analysis tool.'</i>
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SUMMARY OF ORGANISATION'S ELIGIBILITY

Principles for the award of grants from the Community Chest

15f	1	Supports the Council's Sustainable Community Strategy 2009/12 How will the funding requested assist the Council in the delivery of the Sustainable Community Strategy?	<i>'Angling is a family community spirit event, where whole families go out for the day to sit by the water's edge and enjoy leisure fishing.'</i>
15g	2	Value for money How does the funding requested represent value for money for council tax payers?	<i>'It offers an outdoor activity and promotes family values and brings together members of the community. It raises awareness to the natural beauty of our countryside.'</i>
15h	3	Equal Opportunities How does the work of this organisation help to support the Council to promote equality and tackle discrimination and the new public sector duties? Does it: <ul style="list-style-type: none"> • Eliminate discrimination • Advance equality of opportunity • Foster good relations 	<i>'Angling has no gender, age, ethnic, sexual orientation or otherwise barriers. it is an outdoor activity and can be promoted without bias. Both sexes partake in our matches as it is equal, person against fish.'</i>
	4	Meeting the criteria for the award of grants established by Members Has the organisation met the criteria established by Members?	
15d	5	Duplication of services How has this organisation demonstrated that it provides a unique service to the residents of the borough?	No answer given
7b	6	Performance Indicators Does this organisation have specific performance indicators, particularly national indicators? Can it meet agreed performance targets?	<i>'Yes. Simple analysis tool used monthly on our Facebook page to indicate trends in visits to our Facebook page, posts, likes, follows. This allows us to see what photos are popular and what events people are interested in, such as open matches, tuition days. This analysis tool does not identify any personal information.'</i>
15c	7	Provides or supports a statutory service Does this organisation feel that it provides a statutory/complementary service	No

		i.e. in that it assists the council in the delivery of a statutory service [This means that if the organisation did not deliver this service the council would need to seek an alternative provider or make direct provision].	
	8	Works specifically with or for ethnic or minority groups Does this organisation work specifically with or for ethnic or minority groups?	No

DETAILS OF REQUESTED FUNDING

<u>Amount of Grant Requested</u>		£1,000.00	
15a	Purpose for which funding is requested: <i>'For the installation of a disabled platform for disabled anglers at Wilden Reservoir, Beds. We have had the fishing rights here for 12 years and the farmer/landowner is in agreement that we should provide this facility. There will be volunteer work assisting in the administration and organising of the disabled platform.'</i>		
19	What will happen to the service or project if this funding is not awarded? Does the organisation have a contingency plan?		
19b	Would a grant from this Council help the organisation to secure match/lever funding? If yes, how much would it help to secure and from which organisation?	<i>'Yes, the cost of the project is anticipated to be £1500. We have an internal donation of £500 on standby, to be used with the grant if we are awarded it.'</i>	
18	Is this organisation actively seeking funding from other local authorities, trusts or organisations in respect of this work or project? If not, why not?	Yes	
	Date Applied	Organisation applied to	Amount applied for
	02/05/2018	Awards for All	£3,450.00
	01/05/2018	Huntingdon District Council	£890.00
15e	How has the organisation effectively demonstrated that there is a need for this service or project? [Have they have provided details of research, surveys, consultation or evidence of current demand?]		<i>'We have had enquiries of disabled users of our club waters. We have 6 ambulant fishing pegs, but not full disabled, they have asked if it is something we can install. There is also a demand for us to progress legislation.'</i>
Q16	When and where are the services or the project available or will be available to the users?		<i>'Users come from throughout Bedfordshire, Biggleswade, Sandy, Bedford and other surrounding rural area. Although they are called a St.Neots angling club our membership</i>

		<i>covers a vast area, with people from all walks of life. On completion of installation of the platform anticipated to take 3 days, user access will be immediate, from dawn to dusk 7 days per week. The bailiffs have mobile numbers if people have incident or an enquiry, these are shown on the club cards and signage.'</i>
10a	How many individuals will benefit from this service or project?	300

Financial Comment.

The organisation is a community group/club/society.

A financial statement is provided for the the year ended 31 March 2018 which shows income of £1,886 and expenditure of £1,235, resulting in a surplus of £651 for the year,

This organisation has indicated that the following ticked categories best describe (a) the work of their organisation and (b) the client group(s) they serve.			
(a) Service(s) provided	X	(b) Client Group(s)	X
Accommodation		Children and/or Young People	X
Accommodation with support		Disabled People	X
Adult Education		Ethnic Minority Communities	X
Adult Health and Wellbeing		Workless People	X
Advice, Counselling and Information		Families	X
Arts Development		Lesbian, Gay, Bisexual, Transgender	X
Carers		Homeless People	X
Children and Young People	X	No one specific group	X
Community and Tenants' Associations		Older People	X
Community Activities/Development	X	Other voluntary and community groups	X
Safer Communities	X	People on low incomes	X
Education, Skills and Training	X	People living in deprived areas	X
Environment & Climate Change		People living in rural areas	X
Health (including mental health)	X	Women and girls	X

APPENDIX C

Sports, Recreation and Leisure	X	Other (please specify)- 'all persons regardless of beliefs and culture'	X
Social Inclusion, Community Cohesion & Culture	X		
Sustainable Communities	X		
Other (please specify) – Employment, work experience			

**BACKGROUND PAPERS
AS SET OUT IN THE
REPORT ARE
ATTACHED**



Community Chest Application - VSS82884634

Application for Financial Assistance

Grant Applications for Funding (Up to £1,000) Core or project funding for established voluntary, charitable organisations and community groups

Community Chest Grants help to improve the quality of life for residents of the Borough by funding organisations which can assist the council in the goals outlined in the Corporate Plan and the Sustainable Community Strategy key themes of:

- Economic Development, Regeneration & Enterprise
- Environment & Climate Change
- Adult Health & Wellbeing
- Children & Young People
- Safer Communities
- Sustainable Communities (incl. Housing & Transport)

Further details are available at: http://www.bedford.gov.uk/council_and_democracy/key_plans_and_strategies.aspx

The Mayor has authority to award grants from the Community Chest fund for activities in accordance with the pre-determined criteria outlined below. Grants can be awarded for CORE (running costs) and PROJECT costs **up to £1,000**.

The applicant must be able to demonstrate that the organisation is also seeking funding from elsewhere . Any sum awarded will be regarded as a 'one-off' and no commitment will be given to ongoing funding.

The organisation making an application must ordinarily:

- Be a voluntary, charitable organisation or community group providing services and activities for Bedford Borough residents. Applications cannot be accepted from individuals or party political groups;
- Be known to the council through partnership working or be able to demonstrate that it can develop a relationship with the council or has borough councillor representative(s) on its management committee;
- Be a not for profit organisation;
- Have a constitution, set of rules or memorandum and articles of association with clear aims and objectives which support the council in the goals outlined in the Corporate Plan and the Sustainable Community Strategy;
- Have formal financial arrangements with accounts which are not more than 12 months old and (audited with certificate or verified by a suitable competent person independent of the organisation). Organisations which have been in existence for less than one year can provide a forecast of income and expenditure signed by the chairperson and the treasurer;
- Have a bank or building society account in the name of the organisation with at least two unrelated signatories;
- Have an equal opportunities policy;
- Have a child protection policy/vulnerable adult policy if the organisation works with or for young people/vulnerable adults;
- Provide a report and simple statistics on service provision/progress of the project to the deadlines set by the Council;
- Show how the value of their work can help support the Council deliver its public sector duties to promote equality and tackling discrimination and the new public sector equality duties from April 2011:

- Eliminate discrimination
- Advance equality of opportunity
- Foster good relations

- Assist the council in providing value for money for the residents of the Borough;
- Not be more suitably funded from another source (either within the council or from another external statutory body);
- In relation to funding for specific projects or events:

Organisations should show that the project or event meets one or more of the key themes of the Council's Sustainable Community Strategy, that there is a demonstrated need and that the project would not ordinarily be funded from other council grant schemes or other statutory bodies.

In most cases, reimbursement will only be made once an event/project has been undertaken and proof of payment(s) made will be required. In certain circumstances other payment arrangements may, however, be considered. The project or event must be undertaken in the current financial year. Failure to achieve this will mean that the funding automatically lapses.

Reference No:	
Full Legal Name of Organisation:	King's Arms Project (Bedford)
Name by which your organisation is commonly known:	King's Arms Project
Main contact (the person we should write to):	
Position held within the organisation:	Fundraising Officer
Organisation address:	King's House 245 Ampthill Road Bedford MK42 9AZ
Telephone:	01234 912022
Fax:	
Email:	
Mobile Phone No:	01234 912022

Main Contact's Details

Main contact's address (if different):	
Main contact's Telephone:	
Main contact's Fax:	
Main contact's Email:	
Main contact's Mobile Phone No:	
Your organisation's website address:	

Important

Do you work with Bedford Borough officers to deliver your service or activity?	Yes

<p>Briefly describe the aims, objectives and activities of your organisation:</p>	<p>King's Arms Project has supported thousands of people out of homelessness since 1989. We are passionate about helping the most disadvantaged in our society by restoring dignity and self-worth. Our aim is to break the poverty-cycle and reliance on the benefits system, and move clients into becoming contributing members of their local communities, free from social exclusion.</p> <p>We believe that there is no such thing as a hopeless case; that no one is too entrenched in poverty. We believe in strength of community; that no one should face homelessness alone and that wider society is part of the solution. We believe in providing opportunity; that everyone deserves the chance to see dreams realised.</p> <p>Over the next year we will achieve this by supporting over 650 clients across Bedfordshire and Milton Keynes through the following services:</p> <p>18-bed Nightshelter, affordable supported Move-On Housing, weekly free meal in town-centre, rough-sleeper Outreach, No-Recourse service, employment & life-skills courses, supporting 26 prison-leavers with mentoring and securing stable accommodation, as well as supporting 40 Syrian refugees to integrate and providing intensive English language learning. Mentoring across all our services resulting in increased confidence, improved self-esteem, enhanced social skills, and ability to cope with stressful situations.</p>
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Question 4

Does your organisation have an equal opportunities policy?

Yes

You must include a copy with your application

Question 5

Does your organisation work with or for young people/vulnerable adults?

Yes

Are your volunteers/members/staff CRB checked?

Yes

You must include a copy of your child protection/vulnerable adults' policy with your application.

Question 6

Does your organisation have, or have evidence of working towards, an environmental policy?

Yes

Please indicate which QA system you have or are working towards.

You must include a copy with your application

Question 7(a)

Does your organisation have, or have evidence of working towards, an appropriate quality assurance system?

Yes

<p>Please list their names(s) or job title(s):</p>	<p>We actively work with Bedford Borough Council to ensure that the services we provide are running most effectively and best meet the needs of the local area. This includes working with the following officers:</p> <p>(Housing Needs Team Leader)</p> <p>(Rough Sleeper and Reconnections Officer)</p> <p>(Business and Contacts Manager)</p> <p>(Chief Officer for Customer Experience and Digital Services)</p> <p>(Economic Development Manager)</p> <p>(Community Safety Analyst)</p> <p>(Public Health Senior Practitioner)</p> <p>(Strategic Commissioning and Procurement)</p> <p>Various Social Care Officers (Including Physical Disabilities and Family Liason)</p>
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SECTION A: QUESTIONS ABOUT YOUR ORGANISATION

Question 1

What type of group are you?	Registered charity
Please provide your registration number:	1139956
Please specify type of group:	
Are you a local group of a national organisation?	No
Please state which national organisation:	
Are you affiliated to a political organisation?	No
Please state which political organisation:	

Question 2

Does your organisation have a:	Memorandum & Articles of Association
Please specify:	
You must provide a signed copy with this application.	
When was your organisation set up (please specify month and year)?	January 2011

Question 3

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Please state which system:	We monitor the effectiveness of our programmes on a regular basis through outcomes monitoring, key performance indicators and stakeholder feedback. To further support this monitoring we also use the Supporting People Quality Assurance Framework and we are working towards gaining PQASSO Level 1 certification.
Please state date started:	
Question 7(b)	
Does your organisation have specific performance indicators?	Yes
Please list here:	<p>200 clients will receive support through our outreach work. As a result of this clients will gain personalised support, receive community, develop friendships with other clients, become aware of statutory changes that may affect them, gain information about upcoming courses and activities and will be supported to access services to develop their independence.</p> <p>Up to 300 vulnerable clients will receive accommodation, enabling clients to have the refuge, safety and stability to develop independence and life skills to be able to secure long term accommodation and employment in the future. As a result of this clients will receive training in basic life-skills and assistance to develop the skills and resources they need to realise their aspirations and become an active and integrated member of their community.</p> <p>150 clients will receive support through our Pathways to Employment programme, which will prepare clients for employment and independent living through skills development, pre-tenancy courses, work placements and employability training. Of those who move into volunteer work placements, we aim for at least 35-40% to move into employment. Clients will develop in independence, confidence and work-readiness as a result of our training courses that will be offered to them.</p>
Question 8	
How many people are involved in running the organisation at this time (Please insert number of people in the boxes provided)?	
Full time employees:	27
Part time employees:	6
Volunteers working on average more than 10hrs per week:	4
Volunteers working on average less than 10hrs per week:	35
Members of Management Committee or Board:	6
Question 9	
How many people running or managing your organisation are:(Please put the number of people in the boxes provided. Some people may be counted more than once)	
White:	17
Black or Ethnic Minorities:	2

Male:	12
Female:	7
People with disabilities:	0

Question 10

User Involvement

How many individuals use your service?	650
If your organisation operates on a county-wide basis, what percentage of people who use your service live in the Bedford Borough Council area?	88%
Are the people who use your service involved in the day to day running of the organisation or development of activities/projects?	Yes
How many?	400
Please explain how the people who use your service are involved:	<p>Our clients work together with us by sharing ideas of development, volunteering, running activities or attending focus groups. This enables us to receive ideas, develop our support and incorporate ideas into the projects that are run.</p> <p>Our work is based on client-led needs, and we therefore solicit ideas from them via a feedback form or house meetings and seek to respond to their suggestions and comments where possible and appropriate. We also encourage clients from other agencies to share any observations, or put forward new ideas for how we can make our services better and more targeted and regularly communicate with the support agencies in town to ensure we remain cutting-edge and relevant. This has been a really helpful opportunity to enable us to identify needs and respond accordingly. Recently this has led to us introducing employability courses, running sports/exercise classes and providing breakfast for our clients in early morning sessions.</p> <p>We are developing a co-production model with existing clients and former clients, which will support us to incorporate suggestions, respond to identified needs and input into current/future services. To support this, we chair the Bedford Homeless Partnership, who we are supporting to develop the 'Communities of Practice' model. This will provide frontline workers to feedback learning and client feedback directly, to make changes to services across the Borough. Alongside this, we provide a range of opportunities for former clients to volunteer, mentor/inspire current clients and feedback directly into the services directly.</p>
Please explain why:	

Question 11

<p>Please list any Councillors or Officers who attend meetings on your Management Committee/Board or decision-making body:</p>	<p>We do not have any Councillors or officers directly on our Management Committee/Board, however we do work together with the council representatives outlined at the beginning section of this application (within contact information), along with Councillor Colleen Atkins MBE. This includes our day to day work, along with chairing the Bedford Homeless network and being members of the Bedford Community Safety Partnership and Street drinkers and Homeless Multi Agency Group (SHMAG), amongst others.</p> <p>We have also welcomed/consulted with Mayor Dave Hodgson, Mohammad Yasin MP, Marcus Jones MP (Former Minister for Local Government) and Councillor Anthony Forth.</p>
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Question 12

Have any of the people listed in Question 11 benefited directly or indirectly from their involvement with your organisation?	No
Please indicate in what way:	

Question 13

Financial Information

Please indicate which financial year your figures relate to:	2017 /2017
Total gross income:	1368819.00
Total expenditure:	1349751.00
Equals Surplus/Deficit for the year:	19068.00
Savings, Unrestricted Reserves, Cash, Investments:	151118.00

IMPORTANT - ACCOUNTS

The accounts you supply must be not more than 12 months old and must either have:

been audited with certificate OR been independently verified by a suitable competent person independent of your organisation and have been signed and dated by them, your Treasurer and Chair (Organisations which have been in existence for less than one year should provide a forecast of income and expenditure signed and dated by the Treasurer and Chair. You may be asked for further information during the assessment process)

IF YOU ARE PROVIDING NATIONAL/REGIONAL ACCOUNTS YOU SHOULD ALSO PROVIDE AN INCOME AND EXPENDITURE BREAKDOWN FOR YOUR LOCAL SERVICE OR PROJECT.

If you hold unrestricted funds or reserves in excess of six months operating expenditure or large surpluses, (including those of the national organisation, if you have answered YES at Question 1(g)), please explain what your reserves policy is and why you are holding these funds.

We do not hold unrestricted funds or reserves in excess of six months.

We thought it would be helpful to explain that the surplus outlined above in 2017 of £19,068 is restricted towards the purchase of our Nightshelter building. The policy on reserves, agreed by the Directors/Trustees, is that King's Arms Project seeks to maintain reserves of three months' expenditure. Due to expenditure on service development during 2017 reserves currently stand at approx. 1.7 months' expenditure. Efforts will be made during 2018 to increase this figure. For the 2018 budget, a figure of 30K has been built into the fundraising target, that will go towards achieving the reserves policy.

Question 14

How much money are you applying for?

1000.00

What is the estimated total cost of providing your total service?

1407572.00

Question 15

Please give a brief overview of the main elements of the service you wish any award to pay for:

Friday Night Meeting is often the 'first point of contact' for up to 70 socially excluded individuals each week who are not accessing any form of support. This includes rough sleepers, the homeless, individuals who are vulnerably housed and anyone in need of a hot meal.

We provide not only healthy food, but also a safe environment for people to sit a chat and share issues affecting their lives. We are supported by a fantastic group of 30 committed volunteers each year from many different ages, backgrounds and personalities, including a leadership team of five volunteers. This includes previous service users who themselves know what it is like to be homeless or isolated, and now come along to meet, serve and support those currently in that situation. We also introduce volunteering to current service users and provide training/mentoring to make this possible.

As well as providing food, friendship and support, a key function is the 'signposting' to other support services and medical help that is available locally. This includes support through our Rough Sleeper Outreach Team who work together with entrenched rough sleeper clients to give the best support they need to take the next step in their life. Our Rough Sleeper Outreach Team also support those who are vulnerably housed to sustain their tenancy and develop healthier lifestyles. This has included helping clients with depression/anxiety to clean their house to avoid eviction, liaising with the council to avoid a client with rent arrears being evicted and helping a clients to secure a replacement fridge. We work alongside our Nightshelter service to both support clients that cannot be housed. Clients are also encouraged to sign up to our Pathways to Employment courses which includes employability courses, work placements, IT training, cookery and sports activities. This holistic, progressive and co-ordinated approach is unique to this service, along with the dedicated support options available to migrants with no recourse to public funds.

A key aspect of Friday Night Meeting is building community and friendships between different cultures. This is reflected in our volunteer team and also through the range of clients who attend each week. This enables

	<p>us to address a wide range of needs, from the practical issue of sleeping rough, to long term emotional issues, ensuring successful independent accommodation, gaining employment and developing real community.</p> <p>A growing number of our clients do not have recourse to public funds. We therefore have a dedicated No-Recourse Outreach Worker who attends Friday Night Meeting, who is also polish-speaking. We believe the key to overcoming homelessness in the Eastern European community is to help this client group secure employment, which then enables them to afford suitable sustainable accommodation.</p> <p>Bedford experiences the seventh highest rough sleeping rate nationally (76 people in Autumn 2017). Our Bedford-based Outreach Workers worked with 57 rough sleepers in 2017, supporting 63% into accommodation. Despite the challenging move-on options available, between Jan 2017 – end of April 2018, 53% of these clients were supported into accommodation. This has been supported greatly through the opening of dedicated accommodation for clients who do not have recourse to public funds.</p> <p>The cost of running this project over the next year is £10,842. We have already secured £3,250 towards this budget from a volunteer fundraising event and a grant from a local Trust. We therefore still need to raise £7,592 towards this. We are asking if the Bedford Community Chest will consider supporting us with a grant of £1,000 towards this.</p>
<p>Please describe the expected outcomes of your work/activity giving details of your target groups who benefit from this work. Please state approximate numbers of each type. How will you monitor these outcomes?</p>	<p>We believe in building people into a community where they feel safe and are resourced to contribute.</p> <p>Through this project:</p> <ul style="list-style-type: none"> • Beneficiaries are offered healthy food and a safe environment where they can chat and share about issues affecting their lives. • We can support beneficiaries who are not accessing the right services or who have run out of options for where to turn to help. • Our Rough Sleep Outreach Worker works with individuals by supporting, advocating and signposting to address their exclusion and take the next steps in their life. • Beneficiaries will sign up to the various Skills for Life courses and sports activities, leading to increased confidence and self-esteem. <p>We will therefore achieve the following objectives;</p> <ul style="list-style-type: none"> • We will serve 10,000 meals each year • We will have up to 2,300 visitors to the Friday Night Meeting over a year • 100-150 different clients will be supported and referred on to appropriate support • 100-150 different clients will be offered places on our Life-skills course and Pathways to Employment courses. This includes a needs assessment by a support worker, and from this meeting the support worker constructs a tailor-made support plan.

	<ul style="list-style-type: none"> • 40-50 different clients will be offered Mentoring, and when clients attend regular mentoring, self-esteem is enhanced <p>The success of this project will be measured in the following ways:</p> <ul style="list-style-type: none"> • We keep a record of how many people attend Friday Night Meeting and receive meals each week. • We will monitor client referrals to external services and will monitor the uptake of these, whilst working with partners to improve accessibility. • Our Rough Sleeper Outreach Team will measure success through client feedback, move on rates, feedback from other organisations and by recording a breakdown of clients they work with. • We will implement the Outcome Star for clients on our courses. This highlights 'distance travelled' and helps clients evaluate their skills, competencies and progress over time. This helps clients to identify and understand change, enabling them to celebrate success and understand which areas need development. • We monitor attendances on our courses through course registers. We will also assess clients on skills based courses and provide certification for accredited courses. • We will keep work placement logs for each client on a work placement to monitor the success of their placement. We will also monitor placements regularly and will request formal feedback at least every six months to ensure success. • We receive feedback from clients, volunteers and other stakeholders, to understand the success and to implement future improvements.
Do you provide a statutory service?	No
Please provide details:	
Are you aware of other organisations that provide the same or similar services to yours for the residents of the Borough?	No
Please provide details:	
What are the unique elements of your service?	<p>Friday Night Meeting is unique in the way that it is holistic, progressive and co-ordinated and has dedicated support options available to migrants with no recourse to public funds. This service enables clients to receive support from dedicated outreach workers, directly access our Nightshelter service, apply for dedicated No-Recourse accommodation and enroll upon skills training courses that will prepare clients for employment. This approach links comprehensively with other voluntary and statutory services to provide a route out of homelessness and ensure that the correct sustainable support is provided.</p>

<p>How do you know that there is a need for your work/activity?</p>	<p>Bedford experiences the seventh highest rough sleeping rate nationally, with 76 people recorded in autumn 2017, an increase of over 300% in the past three years.</p> <p>Across our services our support is aimed at rough-sleepers, prison-leavers, refugees, youths at risk, vulnerable women and individuals who are either victims of crime or are vulnerable to exploitation.</p> <p>Our Bedford-based Outreach Workers worked with 57 rough sleepers in 2017, supporting 63% into accommodation. Of the 76 recorded rough-sleepers in 2017, 47 were British, 27 were EEA nationals and 2 were unknown. Our clients are particularly vulnerable in this respect as 51% of rough sleepers supported last year had been a victim of abuse and 49% of our Nightshelter clients have been in prison. 90% of our female Nightshelter clients have physical or mental illnesses, 29% have been victims of violence and 52% had previously been in prison.</p> <p>The needs of our homeless clients are varied, but can include: access to medical support and addiction help; gaining ID documents for legal issues, mentoring to restore self-esteem, training in essential life-skills, along with training in dealing with landlords and coping in the work-place. However, the long-term aim is making it possible for them to come off the streets for good and into stable and appropriate accommodation. Training and gaining employment is key to this, and therefore a service that offers, not just emergency housing, but a sustainable solution which includes viable housing options and a pathway into employment is imperative.</p>
<p>Please show here how your work/activity will assist in supporting the Council's Sustainable Community Plan priorities:</p>	<p>The project will have an impact upon all the priorities highlighted within the Council's Sustainable Community Plan. This includes:</p> <p>ECONOMIC DEVELOPMENT, REGENERATION & ENTERPRISE: Clients will receive access to our Pathways to Employment programme which has already seen up to 50% of clients who have completed a work placement, move into employment. As a result of the support we provide, we have seen clients move on to set up their own businesses including car mechanics, bakeries and recycling. Your support will enable individuals who have fallen upon hard times, receive the support to address the barriers to participation and achieve their aspirations. This will also be supported with casework support, mentoring and the opportunity to volunteer at Friday Night Meeting.</p> <p>ENVIRONMENT AND CLIMATE CHANGE: This project brings together clients into a safe, welcoming environment. To achieve this, we work together with local supermarkets to receive surplus food which reduces waste considerably. Providing food in an indoor environment for homeless clients enables us to use food efficiently, dispose of waste correctly and recycle wherever possible.</p> <p>ADULT HEALTH AND WELLBEING: Homeless Link (2014) highlight the negative health impact</p>

as a result of homelessness. This includes 73% of homeless people reporting physical health problems, 80% experiencing a mental health issue and 35% not eating at least two meals a day. This project will enable us to address these issues by developing community, building friendships, providing healthy nutritious meals and providing access to health facilities. Our Nightshelter in particular, provides opportunities for members of the homeless community to receive a drop in from a local GP.

CHILDREN AND YOUNG PEOPLE

Our services are open to young people over the age of 18 and support a considerable number of people under 25 years old. 56% of our Pathways to Employment clients last year were under the age of 30. 21% of our Nightshelter clients between January 2017 and October 2017 were under the age of 30. Of our Nightshelter clients aged under 30, 53% had previous convictions and 38% had been in prison.

We have seen young clients go on to become pioneers of social development and champions of the community by establishing businesses, becoming employers and leading support services.

Our Friday Night Meeting programme also supports parents with young children and supports parents who want to re-engage with their families (with the support of other agencies, including support workers). Our support enables us to engage with young people or parents, enabling us to provide support to make good decisions, care for others and live independently.

SAFER COMMUNITIES

King's Arms Project believes in the strength of community; that no one should face homelessness alone and that wider society is part of the solution. This project is therefore supported by over 40 different volunteers and a wide range of business partners. We have seen clients go onto to become pioneers of social development and champions of the community. We believe in building people into a community where they feel safe and are resourced to contribute. We believe that we all have a role to play and that we must stand against poverty together. We believe that this is an important component for building confident communities and ensuring that those going through rough times have a place to meet friends and find a listening ear. This has a positive impact upon breaking the cycle of crime by developing safer communities, providing opportunities for training and qualification, and finding a way out of poverty.

SUSTAINABLE COMMUNITIES

This Project will enable us to address the support and accommodation needs of our clients, with the aim for them to be financially independent and within accommodation of their own. Last year our Bedford-based Outreach Workers worked with 57 rough sleepers in 2017, supporting 63% into accommodation. We have seen up to 84% of clients from our move on housing project move into employment and have seen countless others moving into jobs

<p>How does your request for a grant from public funds represent value for money for council tax payers?</p>	<p>and have seen countless others moving into jobs.</p> <p>This project provides excellent value for money as it develops community cohesion due to the high numbers of volunteers and clients supported through this programme. We anticipate that up to 150 clients and up to 40 volunteer will benefit. This will ultimately support clients off the streets, into safe supported accommodation and into employment. This would lead to a reduction in the amount claimed through Housing Benefit and Job Seekers Allowance. The national charity Crisis (2018) estimates that the cost of a successful prevention intervention for a rough sleeper is £1,426, whereas the cost of that individual being homeless for a year is £20,128. This represents a potential saving of £18,702 per Rough Sleeper supported into accommodation.</p> <p>This project is also supported by receiving surplus food donations which reduces our food bill and enables us to benefit from economies of scale. This means that we can provide a two course meal for an average of £1.25.</p>
<p>How does your work help to support the council to promote equality and tackle discrimination and the new public sector duties? Eliminate discrimination, Advance equality of opportunity and Foster good relations</p>	<p>ELIMINATE DISCRIMINATION Cross cultural friendships will develop and an understanding across different backgrounds will be bridged. We will treat everyone fairly and believe that everyone deserves equal opportunities. As a result of bring such a wide client group together, understanding is increased as is an awareness of the different challenges that are experienced.</p> <p>ADVANCE EQUALITY OF OPPORTUNITY We believe that there is no such thing as a hopeless case; that no one is too entrenched in poverty of any kind that they are beyond help. Throughout our work, we ensure that nobody faces homeless alone and that wider society is part of the solution. We believe in providing opportunity; that everyone deserves the chance to advance themselves and see their dreams realised. To this end, so far we have seen 63% of people rough sleeping directly move into their own accommodation. We have also seen up to 50% of our Pathways to Employment volunteer placement clients move into employment of their own. We will continue to advocate and support our clients to access these opportunities.</p> <p>FOSTER GOOD RELATIONS This project brings together clients and volunteers from a wide range of ages and ethnic backgrounds. Throughout this, we have seen cross cultural/generational friendships develop and support networks increase. This has also led to previous clients moving on to volunteer with us, which also provides hope and an informed approach to addressing challenges.</p>
<p>Question 16</p>	

<p>Where do the people live who will benefit from this funding, and when is your service available to users? Tell us about where the activity will take place. Will it cover the whole of the county, the Borough, a village or specific ward(s)? When are the users able to access the services you provide? e.g. weekdays, evenings etc. Please list your full opening times, tell us about manned and unmanned help-lines etc.</p>	<p>Your support will help support the running of our Friday Night Meeting Outreach meal, which takes place at the Guild House every Friday between 730pm and 930pm. We host this event at the Guild House as it is very close to the town centre and this increases accessibility for our clients. We will see between 45 to 65 clients attend each week and anticipate serving at least 2,000 meals each year. The service will be open to anybody in need from Bedford Borough. Based on our track record, 150 different clients will benefit each year and this will be supported by up to 40 different volunteers.</p> <p>As outlined below, we do have a waiting list for a number of our services. Our Nightshelter is usually oversubscribed and we also have a waiting list for the No-Recourse Accommodation service. We are currently expanding our Move-On Housing capacity to 25 bed spaces which will provide additional spaces for this service from August 2018. Friday Night Meeting and Pathways to Employment programme are open-access although specific courses within Pathways to Employment have limited spaces.</p>
Do you have a waiting list for the services you supply?	Yes

SECTION C: FINANCIAL IMPLICATIONS OF YOUR ACTIVITY

Question 17

Please show how you would spend the funding you are applying for from us in the boxes below if it was to be granted:

Capital Costs

New building/ refurbishment:	
Office Equipment (inc. computers)	
Vehicle purchase:	
Mobility, communication or other independent living aids	
Furniture or Play equipment:	
Other:	
If amount entered into Other, please specify details:	
Total Capital Costs:	

Revenue / Running Costs

Salaries of permanent staff:	3592.00
Please provide details of numbers and earnings of any employees (do not include names):	FNM Co-ordinator (6 hours per week, including NI and Pension) - £3,592
Insurance	

Office Expenses (telephone, post, stationery etc):	
Premises costs (rent, room hire, utilities etc):	3000.00
Travel expenses:	
Staff and Volunteer training:	
Information, education and promotional materials:	
Consultancy and advice:	
Other:	4249.00
If amount entered in Other, please specify details:	£3,500 Food for Friday Night Meeting (Up to 70 meals, running every Friday for at least 42 weeks of the year), £500 towards materials (plates, cups and napkins) and £250 towards Christmas food and decorations.
Total Revenue Costs:	10841.00
Total (Total Capital Costs + Total Revenue Costs):	10841.00

Question 18

Have you applied to any other Local Authority or organisation in respect of core funding?	Yes
Please give the name of the Local Authority or organisation (including the House of Industry Estate), the level of funding applied for, the date applied for and the outcome if known.	

Date Applied	Organisation	Amount Applied For	Outcome
30/06/2016	Howard Foundation	750.00	Awarded (£1,000 per year was awarded until 2018 and £750 is remaining for this year)
01/02/2018	Volunteer Fundraising Event	2500.00	Successful
29/03/2018	Co-op Local Causes	1500.00	Pending
05/04/2018	Robert Kiln	1000.00	Pending
31/05/2018	Gale Family Charity Trust	3000.00	Pending

Please state why:	
Question 19	

If you have not applied for core funding from another source and we are not able to fund your application fully, what would happen to your service/activity or project?	<p>We will continue to apply for funding as outlined above, along with applying for funding towards our other projects.</p> <p>If we were not successful with this opportunity we would need to invest more time into securing funds from elsewhere, using up spare resources which could otherwise have been used to support more clients. Partial funding could therefore have a proportional impact upon our outcomes. We would also be restricted in the time that we can invest into developing plans for a social enterprise which would otherwise develop financial sustainability.</p>
Would a grant from the Council help you secure match/lever funding?	Yes
Please explain how:	<p>We have experienced throughout the years how this has often be the case. As an example 'The Removing Barriers to Volunteering Fund' awarded us a grant in 2016 on the condition that we secured all other income required to run the project.</p>

SECTION D: BANK DETAILS

If your grant application is successful, you will be requested to submit your bank account details under separate cover.

SECTION E: TERMS AND CONDITIONS

Terms and Conditions

If you accept a grant from us it will be on the understanding that you have agreed the following general terms and conditions:

1. You will acknowledge receipt of the grant cheque and confirm in writing that the money will be spent on the purpose approved by Bedford Borough Council.
2. No changes to the project will be made without the prior express agreement of Bedford Borough Council. This Council will be informed of anything exceptional relating to the grant purpose or the organisation as soon as reasonably practicable.
3. A copy of your annual report and accounts will be supplied.
4. Accurate and comprehensive financial records of the spending of the grant must be kept and made available for inspection on demand. Your agreement of this condition allows the Council's officers to enter your premises to inspect the records upon reasonable notice being given and during normal office hours. Use of the grant funding may be subject to an independent review.
5. Bedford Borough Council is likely to use your name in its publicity material; you will acknowledge the grant in your annual report or other publicity relating to the work being funded.
6. Any part of the grant that is not required for the purposes approved will be refunded to Bedford Borough Council.
7. Bedford Borough Council (see condition 2) reserves the right to withhold a grant or require repayment if it is found that any form of deliberately false or misleading information was provided.
8. Bedford Borough Council reserves the right to withhold a grant or require repayment, if your organisation becomes insolvent or goes into administration, receivership or liquidation, provided the grant has not already been spent on its intended purpose.
9. All or any part of the grant will be claimed within two years of the funding being made available.
10. Please note that the details you supply when completing this form may be computerised by Bedford Borough Council for the purposes of assessing your application. In the course of working with you on this matter, these details may be disclosed to other local authorities, primary health care trusts and other organisations or individuals with whom the Council may need to refer, to evaluate and process your application. Details of the application may be published during the Council's decision-making process unless the information is classified as exempt under the provisions of Part 1 of Schedule 12A of the Local Government Act 1972.
11. Dependant upon the level of funding, additional conditions may be added to take account of aspects of a particular

grant through a Service Level Agreement/Partnership Agreement/Working Arrangement or Monitoring Agreement.

I agree to the Terms and Conditions	Yes
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SECTION F: DECLARATION

I confirm, on behalf of:	King's Arms Project
that I am duly authorised to sign this declaration on its behalf, and that, to the best of my knowledge and belief, all replies are true and accurate. I further confirm that this application is made on the basis that if successful, the organisation will be bound to use the grant exclusively for the purposes specified in the application, and in compliance with the terms and conditions attached to the grant.	Yes
Signature of Applicant:	
Date:	26/07/2018
Name and Designation:	Fundraising Officer

PLEASE RETURN THIS FORM WITH THE REQUIRED ENCLOSURES. PLEASE KEEP A COPY FOR YOUR RECORDS.

The Community Welfare Team
Bedford Borough Council
Borough Hall
Cauldwell St
Bedford
MK42 9AP

Voluntary Sector Support

King's Arms Project (Bedford)

1. How many people are involved in running your group? Please count everyone who has a role in planning, organising or leading your group's activities – please insert numbers as appropriate.

Full Time Staff:	27
Part Time staff:	6
Volunteers:	39
Management Committee Members	6
Other	

2. Of the people you included in your total at 1 above how many of them would you describe as shown below – please put numbers in the appropriate boxes, some people may be counted more than once if they are covered by more than one description.

Disabled people:	0
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Young People (under 19):	1
Young People (19-25):	7
Older People (60+):	7
Women & Girls:	40
People of minority ethnic origin:	8
3. What ages are the people who you hope to benefit through your project? (Please select all that apply)	19-25,26-45,46-60,60+
4. How would you describe the people who will benefit from your service/project? We understand that your project may benefit several different groups but please select a maximum of three categories from the following by ticking	Unemployed People,People on low income,People living in an area of deprivation
5. Tell us about the people who will benefit from your service/project. We understand that your service/project may benefit several different groups but please select a maximum of three categories from the following:	British,Other White,Black African
Please specify:	Migrants with no recourse to public funds

Which category(ies) below best describes (a) the work of your organisation and (b) the client group(s) you serve? Please select:

(a) Service(s) provided:	Accommodation with support,Adult Health and Wellbeing,Safer Communities
Please specify	
(b) Client Group(s):	Ethnic Minority Communities,Workless people,Homeless People,People on low incomes,People living in deprived areas,Women and girls
Please specify:	



Community Chest Application - VSS75712692
Application for Financial Assistance 2017/2018

Grant Applications for Funding (Up to £1,000) Core or project funding for established voluntary, charitable organisations and community groups

Community Chest Grants help to improve the quality of life for residents of the Borough by funding organisations which can assist the council in the goals outlined in the Corporate Plan and the Sustainable Community Strategy key themes of:

- Economic Development, Regeneration & Enterprise
- Environment & Climate Change
- Adult Health & Wellbeing
- Children & Young People
- Safer Communities
- Sustainable Communities (incl. Housing & Transport)

Further details are available at: http://www.bedford.gov.uk/council_and_democracy/key_plans_and_strategies.aspx

The Mayor has authority to award grants from the Community Chest fund for activities in accordance with the pre-determined criteria outlined below. Grants can be awarded for CORE (running costs) and PROJECT costs **up to £1,000**.

The applicant must be able to demonstrate that the organisation is also seeking funding from elsewhere. Any sum awarded will be regarded as a 'one-off' and no commitment will be given to ongoing funding.

The organisation making an application must ordinarily:

- Be a voluntary, charitable organisation or community group providing services and activities for Bedford Borough residents. Applications cannot be accepted from individuals or party political groups;
- Be known to the council through partnership working or be able to demonstrate that it can develop a relationship with the council or has borough councillor representative(s) on its management committee;
- Be a not for profit organisation;
- Have a constitution, set of rules or memorandum and articles of association with clear aims and objectives which support the council in the goals outlined in the Corporate Plan and the Sustainable Community Strategy;
- Have formal financial arrangements with accounts which are not more than 12 months old and (audited with certificate or verified by a suitable competent person independent of the organisation). Organisations which have been in existence for less than one year can provide a forecast of income and expenditure signed by the chairperson and the treasurer;
- Have a bank or building society account in the name of the organisation with at least two unrelated signatories;
- Have an equal opportunities policy;
- Have a child protection policy/vulnerable adult policy if the organisation works with or for young people/vulnerable adults;
- Provide a report and simple statistics on service provision/progress of the project to the deadlines set by the Council;
- Show how the value of their work can help support the Council deliver its public sector duties to promote equality and tackling discrimination and the new public sector equality duties from April 2011:
 - Eliminate discrimination
 - Advance equality of opportunity
 - Foster good relations
- Assist the council in providing value for money for the residents of the Borough;
- Not be more suitably funded from another source (either within the council or from another external statutory body);

- In relation to funding for specific projects or events:

Organisations should show that the project or event meets one or more of the key themes of the Council's Sustainable Community Strategy, that there is a demonstrated need and that the project would not ordinarily be funded from other council grant schemes or other statutory bodies.

In most cases, reimbursement will only be made once an event/project has been undertaken and proof of payment(s) made will be required. In certain circumstances other payment arrangements may, however, be considered. The project or event must be undertaken in the current financial year. Failure to achieve this will mean that the funding automatically lapses.

Reference No:	
Full Legal Name of Organisation:	St.Neots and district fish preservation and angling society
Name by which your organisation is commonly known:	St.Neots and district fish preservation and angling society
Main contact (the person we should write to):	
Position held within the organisation:	Club secretary and treasurer
Organisation address:	1 Swallowfield , Wyboston , Beds. MK44 3AE
Telephone:	
Fax:	N/a
Email:	
Mobile Phone No:	

Main Contact's Details

Main contact's address (if different):	
Main contact's Telephone:	
Main contact's Fax:	
Main contact's Email:	
Main contact's Mobile Phone No:	
Your organisation's website address:	https://www.facebook.com/StNeotsDistrictFishPreservationAndAnglingSo

Important

Do you work with Bedford Borough officers to deliver your service or activity?	No
Please list their names(s) or job title(s):	

SECTION A: QUESTIONS ABOUT YOUR ORGANISATION

Question 1

What type of group are you?	Community group/club/society
Please provide your registration number:	
Please specify type of group:	
Are you a local group of a national organisation?	No
Please state which national organisation:	
Are you affiliated to a political organisation?	No
Please state which political organisation:	

Question 2

Does your organisation have a:	Constitution
Please specify:	
You must provide a signed copy with this application.	
When was your organisation set up (please specify month and year)?	April 1953
Question 3	
Briefly describe the aims, objectives and activities of your organisation:	To promote the sport of angling and outdoor activities aimed at families and all others, to maintain a community spirit and forum for the local community. Angling contains no barriers gender or otherwise and everyone is able to fish regardless of a disability. this is outlined in our 5 year plan.
Question 4	
Does your organisation have an equal opportunities policy?	Yes
You must include a copy with your application	
Question 5	
Does your organisation work with or for young people/vulnerable adults?	Yes
Are your volunteers/members/staff CRB checked?	Yes
You must include a copy of your child protection/vulnerable adults' policy with your application.	
Question 6	
Does your organisation have, or have evidence of working towards, an environmental policy?	No
Please indicate which QA system you have or are working towards.	
You must include a copy with your application	
Question 7(a)	
Does your organisation have, or have evidence of working towards, an appropriate quality assurance system?	No
Please state which system:	
Please state date started:	
Question 7(b)	
Does your organisation have specific performance indicators?	Yes
Please list here:	Simple analysis tool used monthly on our facebook page to indicate trends in visits to our facebook page, posts, likes, follows. This allows us to see what photos are popular and what events people are interested in , such as open matches, tuition days. This analysis tool does not identify any personal information.
Question 8	
How many people are involved in running the organisation at this time (Please insert number of people in the boxes provided)?	

Full time employees:	
Part time employees:	
Volunteers working on average more than 10hrs per week:	3
Volunteers working on average less than 10hrs per week:	5
Members of Management Committee or Board:	7

Question 9

How many people running or managing your organisation are:(Please put the number of people in the boxes provided. Some people may be counted more than once)

White:	4
Black or Ethnic Minorities:	0
Male:	3
Female:	1
People with disabilities:	0

Question 10

User Involvement

How many individuals use your service?	300
If your organisation operates on a county-wide basis, what percentage of people who use your service live in the Bedford Borough Council area?	
Are the people who use your service involved in the day to day running of the organisation or development of activities/projects?	No
How many?	
Please explain how the people who use your service are involved:	
Please explain why:	Executive officers and general committee do the day to day running. others are standard members or day ticket users. But some people from the standard element help as volunteers when we have a junior tuition event day.

Question 11

Please list any Councillors or Officers who attend meetings on your Management Committee/Board or decision-making body:	
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Question 12

Have any of the people listed in Question 11 benefited directly or indirectly from their involvement with your organisation?	No.
Please indicate in what way:	

Question 13

Financial Information

Please indicate which financial year your figures relate to:	2017 /2018
Total gross income:	1885.00

Total expenditure:	1235.00
Equals Surplus/Deficit for the year:	650.00
Savings, Unrestricted Reserves, Cash, Investments:	400.00

IMPORTANT - ACCOUNTS

The accounts you supply must be not more than 12 months old and must either have:

been audited with certificate OR been independently verified by a suitable competent person independent of your organisation and have been signed and dated by them, your Treasurer and Chair (Organisations which have been in existence for less than one year should provide a forecast of income and expenditure signed and dated by the Treasurer and Chair. You may be asked for further information during the assessment process)

IF YOU ARE PROVIDING NATIONAL/REGIONAL ACCOUNTS YOU SHOULD ALSO PROVIDE AN INCOME AND EXPENDITURE BREAKDOWN FOR YOUR LOCAL SERVICE OR PROJECT.

If you hold unrestricted funds or reserves in excess of six months operating expenditure or large surpluses, (including those of the national organisation, if you have answered YES at Question 1(g)), please explain what your reserves policy is and why you are holding these funds.	
Cash in bank at start of total gross income.	
Question 14	
How much money are you applying for?	1000.00
What is the estimated total cost of providing your total service for 2017/2018?	500.00
Question 15	
Please give a brief overview of the main elements of the service you wish any award to pay for:	For the installation of a disabled platform for disabled anglers at wilden reservoir, beds. We have had the fishing rights here for 12 years and the farmer/landowner is in agreement that we should provide this facility. There will be volunteer work assisting in the administration and organising of the disabled platform.
Please describe the expected outcomes of your work/activity giving details of your target groups who benefit from this work. Please state approximate numbers of each type. How will you monitor these outcomes?	We expect the disabled platform to be used on a daily basis as this is a Carp water and one of the most popular fish to angle for. We anticipate disabled anglers benefiting from this platform, 14 disabled anglers per week. We have 6 bailiffs who monitor Wilden at regular intervals, who will make a note of there use. Anglers also tend to put their catches as photos on facebook, so this will be picked up by our simple analysis tool.
Do you provide a statutory service?	No
Please provide details:	
Are you aware of other organisations that provide the same or similar services to yours for the residents of the Borough?	Yes
Please provide details:	We believe other angling clubs and fisheries cater for disabled persons.
What are the unique elements of your service?	

How do you know that there is a need for your work/activity?	We have had enquiries of disabled users of our club waters. we have 6 ambulant fishing pegs, but not full disabled, they have asked if it is something we can install. There is also a demand for us to progress legislation.
Please show here how your work/activity will assist in supporting the Council's Sustainable Community Plan priorities:	Angling is a family community spirit event, where whole families go out for the day to sit by the waters edge and enjoy leisure fishing
How does your request for a grant from public funds represent value for money for council tax payers?	It offers an outdoor activity and promotes family values and brings together members of the community. it raises awareness it the natural beauty of our countryside.
How does your work help to support the council to promote equality and tackle discrimination and the new public sector duties? Eliminate discrimination, Advance equality of opportunity and Foster good relations	Angling has no gender, age, ethnic, sexual orientation or otherwise barriers. it is an outdoor activity and can be promoted without bias. Both sexes partake in our matches as it is equal, person against fish.
Question 16	
Where do the people live who will benefit from this funding, and when is your service available to users? Tell us about where the activity will take place. Will it cover the whole of the county, the Borough, a village or specific ward(s)? When are the users able to access the services you provide? e.g. weekdays, evenings etc. Please list your full opening times, tell us about manned and unmanned help-lines etc.	Users come from throughout Bedfordshire, Biggleswade, Sandy, Bedford and other surrounding rural area. Although the are called a St.Neots angling club our membership covers a vast area, with people from all walks of life. On completion of installation of the platform anticipated to take 3 days, user access will be immediate, from dawn to dusk 7 days per week. The bailiffs have mobile numbers if people have incident or an enquiry, these are shown on the club cards and signage.
Do you have a waiting list for the services you supply?	No

SECTION C: FINANCIAL IMPLICATIONS OF YOUR ACTIVITY 2017/2018

Question 17

Please show how you would spend the funding you are applying for from us in the boxes below if it was to be granted:

Capital Costs for 2017/2018

New building/ refurbishment:	800.00
Office Equipment (inc. computers)	
Vehicle purchase:	
Mobility, communication or other independent living aids	
Furniture or Play equipment:	
Other:	200.00
If amount entered into Other, please specify details:	safety signage
Total Capital Costs:	1000.00

Revenue / Running Costs for 2017/2018

Salaries of permanent staff:	0
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If your grant application is successful, you will be requested to submit your bank account details under separate cover.

SECTION E: TERMS AND CONDITIONS

Terms and Conditions

If you accept a grant from us it will be on the understanding that you have agreed the following general terms and conditions:

1. You will acknowledge receipt of the grant cheque and confirm in writing that the money will be spent on the purpose approved by Bedford Borough Council.
2. No changes to the project will be made without the prior express agreement of Bedford Borough Council. This Council will be informed of anything exceptional relating to the grant purpose or the organisation as soon as reasonably practicable.
3. A copy of your annual report and accounts will be supplied.
4. Accurate and comprehensive financial records of the spending of the grant must be kept and made available for inspection on demand. Your agreement of this condition allows the Council's officers to enter your premises to inspect the records upon reasonable notice being given and during normal office hours. Use of the grant funding may be subject to an independent review.
5. Bedford Borough Council is likely to use your name in its publicity material; you will acknowledge the grant in your annual report or other publicity relating to the work being funded.
6. Any part of the grant that is not required for the purposes approved will be refunded to Bedford Borough Council.
7. Bedford Borough Council (see condition 2) reserves the right to withhold a grant or require repayment if it is found that any form of deliberately false or misleading information was provided.
8. Bedford Borough Council reserves the right to withhold a grant or require repayment, if your organisation becomes insolvent or goes into administration, receivership or liquidation, provided the grant has not already been spent on its intended purpose.
9. All or any part of the grant will be claimed within two years of the funding being made available.
10. Please note that the details you supply when completing this form may be computerised by Bedford Borough Council for the purposes of assessing your application. In the course of working with you on this matter, these details may be disclosed to other local authorities, primary health care trusts and other organisations or individuals with whom the Council may need to refer, to evaluate and process your application. Details of the application may be published during the Council's decision-making process unless the information is classified as exempt under the provisions of Part 1 of Schedule 12A of the Local Government Act 1972.
11. Dependant upon the level of funding, additional conditions may be added to take account of aspects of a particular grant through a Service Level Agreement/Partnership Agreement/Working Arrangement or Monitoring Agreement.

SECTION F: DECLARATION

I confirm, on behalf of:	St.Neots and district fish preservation and angling society
that I am duly authorised to sign this declaration on its behalf, and that, to the best of my knowledge and belief, all replies are true and accurate. I further confirm that this application is made on the basis that if successful, the organisation will be bound to use the grant exclusively for the purposes specified in the application, and in compliance with the terms and conditions attached to the grant.	
Signature of Applicant:	
Date:	15/05/2018
Name and Designation:	Club Secretary and Treasurer

PLEASE RETURN THIS FORM WITH THE REQUIRED ENCLOSURES. PLEASE KEEP A COPY FOR YOUR RECORDS.

The Community Welfare Team
Bedford Borough Council
Borough Hall
Cauldwell St
Bedford
MK42 9AP

Voluntary Sector Support 2017/18

Please provide details of numbers and earnings of any employees (do not include names):	
Insurance	240.00
Office Expenses (telephone, post, stationery etc):	250.00
Premises costs (rent, room hire, utilities etc):	600.00
Travel expenses:	20.00
Staff and Volunteer training:	0
Information, education and promotional materials:	200.00
Consultancy and advice:	0
Other:	
If amount entered in Other, please specify details:	
Total Revenue Costs:	1310.00
Total (Total Capital Costs + Total Revenue Costs):	2310.00

Question 18

Have you applied to any other Local Authority or organisation in respect of core funding?	Yes		
Please give the name of the Local Authority or organisation (including the House of Industry Estate), the level of funding applied for, the date applied for and the outcome if known.			
Date Applied	Organisation	Amount Applied For	Outcome
02/05/2018	Awards for all	3450.00	not known
01/05/2018	Huntingdonshire district council	890.00	not known
Please state why:			
Question 19			
If you have not applied for core funding from another source and we are not able to fund your application fully, what would happen to your service/activity or project?	Disabled facilities would not be available at our Wilden venue. Other grants applied for cover event days for children and to purchase industrial equipment and fishing tackle rather than use domestic, this is outside the Bedford rural area.		
Would a grant from the Council help you secure match/lever funding?	Yes		
Please explain how:	The cost of the project is anticipated to be £1500. we have an internal donation of £500 on standby, to be used with the grant if we are awarded it.		

SECTION D: BANK DETAILS

St. Neots and district fish preservation and angling society

1. How many people are involved in running your group? Please count everyone who has a role in planning, organising or leading your group's activities – please insert numbers as appropriate.

Full Time Staff:	
Part Time staff:	
Volunteers:	8
Management Committee Members	7
Other	

2. Of the people you included in your total at 1 above how many of them would you describe as shown below – please put numbers in the appropriate boxes, some people may be counted more than once if they are covered by more than one description.

Disabled people:	
Young People (under 19):	
Young People (19-25):	
Older People (60+):	2
Women & Girls:	1
People of minority ethnic origin:	
3. What ages are the people who you hope to benefit through your project? (Please select all that apply)	6-10,11-16,17-18,19-25,26-45,46-60,60+
4. How would you describe the people who will benefit from your service/project? We understand that your project may benefit several different groups but please select a maximum of three categories from the following by ticking	People living in rural areas,Disabled people,Women & Girls
5. Tell us about the people who will benefit from your service/project. We understand that your service/project may benefit several different groups but please select a maximum of three categories from the following:	British,White & Black African,Other Ethnic
Please specify:	all, regardless of any beliefs of culture

Which category(ies) below best describes (a) the work of your organisation and (b) the client group(s) you serve? Please select:

(a) Service(s) provided:	Children and Young People,Community Activities/Development,Safer Communities,Education, Skills and Training,Health (including mental health),Sports, Recreation and Leisure,Social Inclusion, Community Cohesion & Culture,Sustainable Communities
Please specify	
(b) Client Group(s):	Children and/or Young People,Disabled People,Ethnic Minority Communities,Workless people,Families,Lesbian, Gay, Bisexual, Transgender,Homeless People,No one specific group,Older People,Other voluntary and community groups,People on low incomes,People living in deprived areas,People living in rural areas,Women and girls,Other

Please specify:

all persons regardless of beliefs and culture