

**Executive
29 September 2015
Background Papers**

Item 5 – Community Fund Grants Applications

- Camberley Judo Club
- Sebastian Trust
- Surrey Heath Veterans and Families Listening Project
- Step By Step
- Turners Boxing Academy

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SURREY HEATH BOROUGH COUNCIL COMMUNITY GRANT APPLICATION FORM

COMPLETED APPLICATIONS MUST BE RETURNED TO:
COMMUNITY PARTNERSHIPS OFFICER
SURREY HEATH BOROUGH COUNCIL
SURREY HEATH HOUSE
KNOLL ROAD
CAMBERLEY
SURREY GU15 3HD

OFFICE USE ONLY
APPLICATION NO:

[Empty box for application number]

APPLICATION FOR A COMMUNITY FUND GRANT

1. YOUR ORGANISATION

1.1 Organisation Name: *Camberley Judo Club*

1.2 Principal Contact Name: *Samantha Skillcorn*

1.3 Organisation Contact Address (for correspondence related to the application):

*Camberley Judo Club, Deer Rock Road,
Camberley, Surrey,*

Post Code: *GU15 4EP*

Daytime telephone no: [Redacted]

E-mail address: [Redacted]

Amount applied for: *£17,500*

1.4 Please confirm your organisation is 'not for profit' *Confirm not for profit charity*

- 1.5 Organisation Type (please tick):
- Formally constituted Club/Association/Trust *Charity*
 - Other public sector body
 - School/college
 - Other

1.6 How many members are in your organisation? up to 25 26-50 51-75
 76-100 101+

1.7 How long has the organisation existed? *Camberley Judo Club has existed for over 30 years but registered as a charity 6 years ago.*

- 1.8 Are you a registered charity? *Yes 1130119*.....
 (If yes, please state the charity number)
- 1.9 Are you VAT registered? *No*.....
 (If yes, please state VAT number)
- 1.10 Are you affiliated to a national organisation? *Yes BJA - British Judo Association*.....
- 1.11 If yes, have you applied to them for funding? *None available*.....
- 1.12 If not, please state your reasons for not doing so.....

1.13 Please state where your funding comes from. *Private fundraising, such as members running London Marathon, Summer fetes & other club run events*.....

2. PROJECT DETAILS

2.1 Please describe the project in as much detail as possible. The information provided should accord with your Business Plan.

The strength & conditioning gym would be open to members & the wider community. It would benefit all members from beginners to Elite athletes. We hope to engage a wider audience in taking regular exercise & improving their health. This would particularly be aimed at parents who have children participating in Judo classes. With around 300 current 'users', including parents our direct target would be double this and consist mainly of people who live in the Surrey Heath area.

2.2 What is the timescale of the project? Start Date: *November 2015*.....
 Completion Date: *December 2015*.....

2.3 Who will benefit from the project, the wider community or a small section?

Approx 300 participants from the wider community plus their parents / family, up to 600 people.

2.4 Please describe your current facilities.

No gym facility at all. Only a dojo (room with mats & padded walls.)

2.5 What other activities/services are offered at this site? *Brazilian jujitsu, Karate, traditional Jujitsu, Women's only fitness classes, childrens parties, general fitness classes*

2.6 Can any additional activities/services be offered on completion of the project which will benefit the local community?
A facility to exercise and an environment to promote improved healthy lifestyles

2.7 How many people use the current facilities? *300 participant in judo an additional 300 (approx) spectate*

2.8 How many people will use the facilities on completion of the project? *Opportunity for all 600*

2.9 Over what period will the community benefit from the completion of the project?
 up to 12 months 1 to 2 years 2 to 3 years over 3 years

2.10 Is it necessary to be a member of your organisation to participate in its activities?
No

2.11 Does your organisation charge a membership fee and if so, how much is the charge?
No membership fee. Participation in a judo class is from £4.

2.12 When was the membership fee last increased? *Jan 2014*

2.13 Which parts of the local area do your members tend to come from?
5-7 yrs from Old Dean, 7-10 yrs Surrey Heath, 10-15 Surrey & Hants, 15 yrs + Nationally & Internationally

2.14 Does your organisation have open days to encourage new members?
Yes, all classes have an open door policy. We run a Summer Fete for the local community & regularly work with local schools to support their events & assemblies etc.

2.15 How many people regularly use your facility? *300*

2.16 Are numbers increasing at your facility? If not, please set out why you think this might be the case.
Yes we are enjoying a healthy membership growth since the success of 2012 Olympics.

2.17 Please state how your application recognises the diverse needs of your existing and possible future members
We are always an inclusive club and have expertise in the sporting industry to support a diverse range of needs.

3. PROJECT SITE

3.1 What is the location of the project? *To rear of dojo building*

3.2 What is the tenure of the property? (If leased, please give details. If monies are to be repaid, please give details.)
Leased from SHBC

3.3 What is the current condition of the property and are any other works being carried out?
No other works

3.4 Permission may be required under building regulations and relevant planning acts. Please give details of the authorisation obtained.
Not aware of planning permission being required as low level unit.

Note: Where permission is required and has not been obtained, the application will not progress.

Approval of the grant does not signify approval under any other council requirements such as planning permission.

3.5 Have you obtained, and enclosed with your application, two quotes for the work to be carried out?
Yes

3.6 If required, have you obtained architect's plans or sketches and details of planning or building regulation consent? Have you enclosed these with your application?

4. PROJECT COSTS

4.1 How much grant are you applying for? £ 17,500

4.2 What do you anticipate the total project cost to be? £ 35,000

	<u>COST</u>	<u>ITEM</u>
4.3 Please give a breakdown of costs (purchase of land/buildings, professional fees, VAT etc).	£ 21,631	<i>Construction & supply of modular building</i>
	£ 13,500	

Exercise / Gym equipment.

£

£

£

4.4 Is your organisation contributing any of its own finances to the project? (If not, please explain why.)

Yes. We have been fundraising for this project

4.5 Have you applied for funding from any other source? Please supply evidence of the application, whether successful or not, and, if successful please advise how much you received

No

4.6 What additional fund-raising have you undertaken?

In house fundraising by club members

4.7 Do your present funds contain any provision for future commitments?

The charity finances are closely monitored by our board of Trustees on an ongoing basis. We do have a 'rainy day' fund set

4.8 Please provide details of any other regular revenue or capital payments to your organisation? *aside for emergency or maintenance*

Regular revenue would be our clubs participation fees

4.9 How much additional income will be generated on completion of the project?

£

4.10 Does your organisation have money set aside for the future sustainability of the project or maintenance of any equipment? Please explain how these areas will be catered for.

See 4.7

5. RISK

5.1 If your application is unsuccessful how will your organisation fund the project?

We will not be able to go ahead with the project at this stage.

5.2 What is the risk to your organisation if the project doesn't happen?

The Judo club will continue to function but will not be reaching new participants e helping improve health of wider community

5.3 How will you mitigate/reduce the risk?

n/a

5.4 The Council will fund up to 75% of the cost of applications up to £2,000 and up to 50% between £2,001-£25,000. If your project is not awarded the amount requested how will your organisation fund the rest of its cost?

Unlikely to go ahead at this stage

6. OTHER RELEVANT INFORMATION

6.1 What age groups will you cater for? >5 10 13-16 17-25 26-40 41-60 60+

6.2 Provision for use by which gender? Female Male Both

6.3 Does your organisation serve specific groups (Please tick) Ethnic minority groups Religious groups Disabled groups Unemployed groups Single parent family groups Other (please specify)

All

6.4 How will the community benefit from the completion of the project?

A new facility to exercise e be in an environment that encourages healthy living.

6.5 How will you measure the success of the project? *By usage e members/*

wider community feedback

6.6 How did you become aware of this fund? *SHBC website*

.....

DOCUMENTS ENCLOSED WITH THE APPLICATION

Please send copies of these documents with your application (please tick).

- A copy of your organisation's constitution
- Copies of your organisations audited accounts for the last two years
- Copies of statements of current or investment account balances (as at date of application)
- Copies of two written estimates for the purchase or hire of any equipment or work to be undertaken
- Evidence you have applied to other sources of funding


Also, if applicable:

- Proof of tenure of the property
- Copies of building regulations or planning permission
- Any architects plans or sketches

N.B. Failure to provide this information will immediately disqualify the application.

7. DECLARATION

I certify that the information provided on this form is correct to the best of my knowledge. I agree that if the Council award a Community Fund grant to my organisation, I will comply with the grant conditions attached to the payment.

Signed: 

Position: *Club Secretary*

Print Name: *Samantha Skulcorn*

Date: *15/06/15*

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SURREY HEATH HOUSE
KNOLL ROAD
CAMBERLEY
SURREY GU15 3HD**

**OFFICE USE ONLY
APPLICATION NO:**

APPLICATION FOR A COMMUNITY FUND GRANT

1. YOUR ORGANISATION

1.1 Organisation Name: Sebastian's Action Trust

1.2 Principal Contact Name: Caroline Holton

1.3 Organisation Contact Address (for correspondence related to the application):

Unit 8, Tanners Yard, Bagshot Surrey

Post Code: GU19 5HD

Daytime telephone no:

E-mail address:

Amount applied for £9500

1.4 Please confirm your organisation is 'not for profit' Yes.....

- 1.5 Organisation Type (please tick):
- Formally constituted Club/Association/Trust
 - Other public sector body
 - School/college
 - Other

1.6 How many members are in your organisation? up to 25 26-50 51-75
 76-100 101+

1.7 How long has the organisation existed? Since 2004

- 1.8 Are you a registered charity? 1151146
(If yes, please state the charity number)
- 1.9 Are you VAT registered? No
(If yes, please state VAT number)
- 1.10 Are you affiliated to a national organisation? No
- 1.11 If yes, have you applied to them for funding? N/A
- 1.12 If not, please state your reasons for not doing so.....
.....
- 1.13 Please state where your funding comes from.....
.....

2. PROJECT DETAILS

2.1 Please describe the project in as much detail as possible. The information provided should accord with your Business Plan.

We are seeking funding to develop our current office space into a 'Mini-hub' so that it can provide similar services to families in need to those offered from our main family Hub in Slough. When completed, the Hub will provide a space for families with seriously-ill and life-limited children in Surrey Heath to visit and to receive information, advice and support. In addition the space will provide a community meeting space where families can meet with others in similar circumstances in an environment which meets the needs of both the adults and children. In the evening the space can be offered to community groups so that they can use it for meetings which benefit the local community.

2.2 What is the timescale of the project? Start Date: We have currently started the work

Completion Date: October 2015

2.3 Who will benefit from the project, the wider community or a small section? The project is targeted towards families with life-limited or seriously-ill children. This includes those within the family group who are affected by the child's illness such as grandparents, siblings as well as the child themselves and their immediate carers. In addition however the wider community will benefit from the space as they could utilise it in the evenings for community meetings.

2.4 Please describe your current facilities.
The space is currently being redeveloped but there is more to do. We have capitalised on community good will but now need to complete the work so that the tired office space can be redeveloped into a space which is inviting and accessible to vulnerable families living in our community. Originally we were going to move our services away from the area so that we did not have to pay rent on the building but such is the need that we are now transforming the old space into a new facility which will be offered to the public.

2.5 What other activities/services are offered at this site?

Information, advice and support from trained workers funded by grant making trusts and foundations is available to families in need. In addition we plan to offer wellbeing therapy (massage and beauty treatments) to parents and carers in desperate need of a break. This will be delivered from this site. For parents with disabled children wellbeing therapy is vital as it often the only time that they concentrate on themselves. Our therapists are trained to talk to the parents and carers whilst they are having the treatment, if during the course of this issues are disclosed then a referral can be made so that they can then receive support from a trained outreach workers who can walk alongside them as they journey through their child's illness.

.....

2.6 Can any additional activities/services be offered on completion of the project which will benefit the local community?

On completion of the project the venue will be offered to local community groups for evening meetings when it is not being used by the Trust.

2.7 How many people use the current facilities? Currently the office space serves as our charity's head office and is not used by service users. When opened it is expected that 20-30 families a week will use the 'Mini-Hub' of these the majority will have seriously-ill and life-limited children and will live in Surrey Heath.

2.8 How many people will use the facilities on completion of the project? 20-30 families per week

2.9 Over what period will the community benefit from the completion of the project?

up to 12 months 1 to 2 years 2 to 3 years over 3 years

2.10 Is it necessary to be a member of your organisation to participate in its activities?

No

2.11 Does your organisation charge a membership fee and if so, how much is the charge?

No

2.12 When was the membership fee last increased? N/A

2.13 Which parts of the local area do your members tend to come from?

From across the whole of Surrey Heath

2.14 Does your organisation have open days to encourage new members?

Yes and we anticipate holding these in the Mini Hub when opened. We will also hold Volunteers' Celebration events at the Hub during Volunteers' Week.

2.15 How many people regularly use your facility?

Currently non as this is a head office. Over 350 families' holiday each year in our purpose built family respite holiday home in Hampshire and over 400 use our Family Services Hub in Slough.

- 2.16 Are numbers increasing at your facility? If not, please set out why you think this might be the case.

In our existing facilities the numbers increase steadily year on year. We opened the Family Services Hub in Slough to accommodate the need for our outreach and advocacy service and the need to open the Mini-Hub has come about because families in Surrey Heath have told us that it is impractical to travel to Slough to access the Hub there.

- 2.17 Please state how your application recognises the diverse needs of your existing and possible future members

When completed the mini-hub will contain a range of resources which will include information which is delivered in community languages and also information which recognises the diverse way in which families from different cultures celebrate and remember children who have passed on. We are currently seeking funding to employ a specialist BAME community worker who will work with families from different community groups who have a seriously-ill or life-limited child to understand their needs and to support them through their journey. This worker will liaise with local schools, hospitals and health care providers as well as community groups to ensure that their cultural and spiritual needs are considered with their care package.

3. PROJECT SITE

- 3.1 What is the location of the project?

Unit 8, Tanners Yard, Bagshot, Surrey GU19 5HD

- 3.2 What is the tenure of the property? (If leased, please give details. If monies are to be repaid, please give details.)

The property is leased and we are on an 18 month notice period with a break clause.

- 3.3 What is the current condition of the property and are any other works being carried out?

The condition of the property is good and no other works are being carried out.

- 3.4 Permission may be required under building regulations and relevant planning acts. Please give details of the authorisation obtained.

We have checked and for what we want to do no planning is required.

- Note: Where permission is required and has not been obtained, the application will not progress.

Approval of the grant does not signify approval under any other council requirements such as planning permission.

- 3.5 Have you obtained, and enclosed with your application, two quotes for the work to be carried out?

No- these will be forwarded

3.6 If required, have you obtained architect's plans or sketches and details of planning or building regulation consent? Have you enclosed these with your application?

Not required.

4. PROJECT COSTS

4.1 How much grant are you applying for? £17066

4.2 What do you anticipate the total project cost to be? £20,000

	<u>COST</u>	<u>ITEM</u>
4.3 Please give a breakdown of costs (purchase of land/buildings, professional fees, VAT etc).	£9,000	Rent.....
	£1,870	Furnishings .
	£3,344	Partition &
Decorations	£1,952	Comp/Equip.
	£900	Library

4.4 Is your organisation contributing any of its own finances to the project? (If not, please explain why.)

Yes the remaining 50% will be funded from our Community Fundraising initiatives we will also engage with local corporate organisations including Meryl Lynch who will come and paint the room as part of their CSR

4.5 Have you applied for funding from any other source? Please supply evidence of the application, whether successful or not, and, if successful please advise how much you received

We have received funding from Cllr Mike Goodman's Councillor's Allocation Funding which will be used towards the costs of this project. Cllr Goodman is in full support of the Mini Hub and is supportive of our work as he can see the benefit to the community.

4.6 What additional fund-raising have you undertaken?

Community based fundraising and in addition all the specialist workers who will deliver support to families from the Mini Hub have been funded through grant making Trusts including the Big Lottery, BBC Children in Need, Comic Relief and Henry Smith.

4.7 Do your present funds contain any provision for future commitments?

Yes we always look at how we will sustain the work into the future and in our weekly Finance Meetings we ensure that money is ring-fenced towards sustaining work which is grant funded.

4.8 Please provide details of any other regular revenue or capital payments to your organisation?

Big Lottery £235,000 over three years, commenced April 2014
BBC Children in Need £99,000 over three years commencing in June 2015
Comic Relief £120,000 over three year commenced December 2014
Henry Smith 97,000 over three years commenced October 2014

4.9 How much additional income will be generated on completion of the project?

£0

4.10 Does your organisation have money set aside for the future sustainability of the project or maintenance of any equipment? Please explain how these areas will be catered for.

Yes

5. RISK

5.1 If your application is unsuccessful how will your organisation fund the project?

If we are unsuccessful then we will seek to fund the project through community fundraising and will 'scale back' some of the work in which we want to deliver.

5.2 What is the risk to your organisation if the project doesn't happen?

If we cannot offer this project then families in Surrey Heath will have to travel further to access our services and we will have a reduced presence in the community.

5.3 How will you mitigate/reduce the risk?

We will seek to develop community fundraising to help increase the level of funding available to this project. We are also seeking funding for a mini bus so in the event that we can't develop the Mini Hub in Bagshot we can potentially transport families to Slough.

5.4.1 The Council will fund up to 75% of the cost of applications up to £2,000 and up to 50% between £2,001-£25,000. If your project is not awarded the amount requested how will your organisation fund the rest of its cost?

Through community based funding and potentially through small grant funding

6. OTHER RELEVANT INFORMATION

6.1 What age groups will you cater for?

>5 10 3-16 17-25
 26-40 41-60 60+

6.2 Provision for use by which gender?

Female Male Both

6.3 Does your organisation serve specific groups? Ethnic minority groups

No

(Please tick)

- Religious groups
 - Disabled groups
 - Unemployed groups
 - Single parent family groups
 - Other (please specify)
-

6.4 How will the community benefit from the completion of the project? Access to the facilities available at the Mini Hub and a resource which is widely available to groups in the evening.

6.5 How will you measure the success of the project?

We will ask those who attend for feedback through our monitoring forms which are age appropriate so appropriate for young people too. We will also provide a Suggestion Box so that families can offer suggestions in confidence. Finally families who participate will be invited to join our Steering Group where

6.6 How did you become aware of this fund?
Through the borough council website

DOCUMENTS ENCLOSED WITH THE APPLICATION

Please send copies of these documents with your application (please tick).

- A copy of your organisation's constitution
- Copies of your organisations audited accounts for the last two years
- Copies of statements of current or investment account balances (as at date of application)
- Copies of two written estimates for the purchase or hire of any equipment or work to be undertaken - *To follow*
- Evidence you have applied to other sources of funding

Also, if applicable:

- Proof of tenure of the property
- Copies of building regulations or planning permission
- Any architects plans or sketches

N.B. Failure to provide this information will immediately disqualify the application.

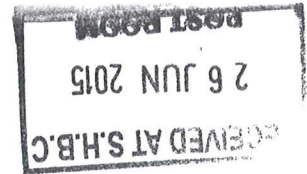
7. **DECLARATION**

I certify that the information provided on this form is correct to the best of my knowledge. I agree that if the Council award a Community Fund grant to my organisation the conditions attached to the payment.

Signed: [Redacted] Position: *Chief Development Officer*
Print Name: *Chloé Holtan* Date: *29/06/2015*

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KNOLL ROAD
CAMBERLEY
SURREY GU15 3HD



OFFICE USE ONLY
APPLICATION NO:

APPLICATION FOR A COMMUNITY FUND GRANT

1. YOUR ORGANISATION

1.1 Organisation Name: Surrey Heath Veterans & Families-Listening Project(SHV&F-LP)

1.2 Principal Contact Name: Deborah Sellstrom

1.3 Organisation Contact Address (for correspondence related to the application):

33 Gilbert Road, FRIMLEY, Camberley, Surrey; GU16 7RD

Post Code: GU16 7RD

Daytime telephone no: [REDACTED]

E-mail address: [REDACTED]

Amount applied for. £2,305.00 for refreshments

1.4 Please confirm your organisation is 'not for profit' : We do

- 1.5 Organisation Type (please tick):
- Formally constituted Club/Association/Trust
 - Other public sector body
 - School/college
 - Other

- 1.6 How many members are in your organisation? up to 25 26-50 51-75
- 76-100 101+

- 1.7 How long has the organisation existed? 18 months
- 1.8 Are you a registered charity? No
(If yes, please state the charity number)
- 1.9 Are you VAT registered? No
(If yes, please state VAT number)
- 1.10 Are you affiliated to a national organisation? No
- 1.11 If yes, have you applied to them for funding? N/A
- 1.12 If not, please state your reasons for not doing so: N/A
- 1.13 Please state where your funding comes from: fundraising events / donations

2. PROJECT DETAILS

- 2.1 Please describe the project in as much detail as possible. The information provided should accord with your Business Plan.

'Bridging the Gap', 6th of October 2015

We have organised a one day event at the Lakeside International Hotel, Frimley Green to bring together 25 voluntary and statutory organisations involved with veterans of HM Services in Surrey Heath for a networking event.

'Bridging the Gap' is aimed at bringing people together under one roof and where organisations will have the opportunity learn from one another and promote what they do.

This event is open to all, but we want to give attending veterans and their families the opportunity to meet with a wider range of organisations, who can provide appropriate support and enable them to integrate into society and lead a better quality of life.

Relevant organisations from the public sector, local authorities, Royal Navy, Army, Royal Air Force, local hospital, doctors' surgeries, health centres, mental health services and voluntary organisations have been invited and have accepted. Each organisation will be able to display and distribute their guidance and information to the attendees.

Throughout the day, representatives from some of the organisations will speak about the role they play in society and the benefits, support and opportunities they can bring to the veterans and their families. Veterans will have the opportunity for one-to-ones with organisations to gain information and support appropriate to their needs.

When personnel leave the “Joint Services” (Royal Navy, Army or Royal Air Force), support is no longer available to them or their families.

The challenges of isolation, mental and physical health problems, lack of confidence and self – worth, make adapting to civilian life very difficult for some veterans. Families also find it difficult to understand the needs of their loved one.

Our organisation, formed in January 2014, quickly realised that there was a gap in assistance and support as the veterans and their families come to terms with their different life. Whilst we can offer a certain amount of help, it is limited, and we feel that we could offer more with funding. We are aware that there is a large population of veterans which includes the Gurkhas, and MOD statistics in 2012/2013 DasaMOD.uk demonstrate that there are over 900 veterans in Surrey Heath (over 4,500 in Surrey) area.

We have seen over 170 veterans and families since January 2014 and they attend our monthly sessions because they need help and feel a sense of belonging with the group. We facilitate financial, health related, wellbeing and social advice. We are a unique group in what we provide in the area and have built up a reputation of trust .

The event will be advertised in the Surrey Heath area by distributing flyers at specific locations. The local Council for the Voluntary Sector in Rushmoor, Surrey Heath and Bracknell will also be asked to promote the event. Our website, supporting organisations, local radio stations (including the British Gurkha Welfare Society radio), local newspapers will be used to advertise the day as widely as possible.

2.2 What is the timescale of the project? Start Date: Tuesday 6th October 2015
Completion Date: Tuesday 6th October 2015

2.3 Who will benefit from the project, the wider community or a small section?

SHV&F-LP is a voluntary group, supporting 170 veterans and their families to date in and around Surrey Heath borders. We see the ‘Bridging the Gap’ event day as having 3 key benefits:

- Signposting the attending groups and organisations to one another and making them aware of each other’s services so that information can be cascaded to the veterans and their families.
- Making attending veterans aware of all the service providers in the area.
- Raising awareness of SHV&F-LP and what we can offer.

Initially it would appear that it is a small section of the community that would benefit, but healthy, engaged veterans have a huge wealth of knowledge, skills and experience that would be invaluable to our community.

2.4 Please describe your current facilities.

Currently we are located in the Camberley Sea Cadets building in Frimley. We hold a monthly meeting hosting a wide range of organisations who give advice and support to attending veterans and families. Our sessions are intended to create a warm, non-threatening, non-clinical, safe meeting place.

The 'Bridging the Gap' project requires much more space that we can accommodate at our current location and the competitive quote and tranquillity of the Lakeside International Hotel was key in our choice of venue.

2.5 What other activities/services are offered at this site?

At the 'Bridging the Gap' day we intend to hold 12 seminars by organisations where they will highlight their services to local and statutory organisations in Surrey Heath. Each of the attending organisations will have the opportunity to exhibit in a market place.

2.6 Can any additional activities/services be offered on completion of the project which will benefit the local community?

It is intended that the information from 'Bridging the Gap' will be used by all the attending organisations to signpost future veterans efficiently and effectively in Surrey Heath. We wish to create a more interconnected community where the skills and life experiences of veterans can be maximised for all our benefit.

2.7 How many people use the current facilities?

Over 170 people in the last twelve months and membership increasing monthly.

Approximately 200 attendees are expected at 'Bridging the Gap'

2.8 How many people will use the facilities on completion of the project? N/A

2.9 Over what period will the community benefit from the completion of the project?

up to 12 months 1 to 2 years 2 to 3 years over 3 years

2.10 Is it necessary to be a member of your organisation to participate in its activities?

No

2.11 Does your organisation charge a membership fee and if so, how much is the charge?

No

2.12 When was the membership fee last increased? N/A

2.13 Which parts of the local area do your members tend to come from?

Surrey-Heath

2.14 Does your organisation have open days to encourage new members?

Yes, as well as attending stakeholder events to raise our profile

2.15 How many people regularly use your facility?

Between 20 to 25 people; some months are busier than others.

2.16 Are numbers increasing at your facility? If not, please set out why you think this might be the case.

Yes. With open-day events, our website, word-of-mouth, as well as organisations / charities / and support groups our numbers have increased

2.17 Please state how your application recognises the diverse needs of your existing and possible future members

We are open to all veterans and families from the British Armed Forces including the Gurkha regiments (we have had the occasional American veteran).

We welcome those looking for advice and friendship and those that have been involved in conflicts and possibly with a variety of different physical and mental injuries.

Families supporting their partners, and living a parallel life too – often have similar symptoms; and for those veterans and families that like the social, camaraderie aspect.

We hope our growing reputation will encourage other veterans and their families to join us and organisations to signpost to our services.

3. PROJECT SITE

3.1 What is the location of the project? Lakeside International Hotel, Frimley Green, Surrey; GU16 6PT

3.2 What is the tenure of the property? (If leased, please give details. If monies are to be repaid, please give details.)

.....
.....

3.3 What is the current condition of the property and are any other works being carried out?

.....
.....

3.4 Permission may be required under building regulations and relevant planning acts. Please give details of the authorisation obtained.

.....
.....

Note: Where permission is required and has not been obtained, the application will not progress.

Approval of the grant does not signify approval under any other council requirements such as planning permission.

3.5 Have you obtained, and enclosed with your application, two quotes for the work to be carried out?

Catering and venue hire are included in the price. High Cross Church was discounted due to the split level accommodation, limited disabled parking and the faith nature of the building. Lakeside has free parking for attendees as well as ample disabled parking spaces and a calm environment which is essential for many of the attending veterans.

3.6 If required, have you obtained architect's plans or sketches and details of planning or building regulation consent? Have you enclosed these with your application?

N/A

4. PROJECT COSTS

4.1 How much grant are you applying for?

£2,000.00

4.2 What do you anticipate the total project cost to be?

£2,339.48

	<u>COST</u>	<u>ITEM</u>
4.3 Please give a breakdown of costs (purchase of land/buildings, professional fees, VAT etc).	£300.00	Venue Hire
1 X 100ft = £12.99	£39.48*	Banquet roll
*2 X 100ft = £25.98 with P+P £6.99		
Refreshments: 6 items £13.50 X 125	£1,687.50	Refreshments
Tea, Coffee £2.50 X 125	£ 312.00	

4.4 Is your organisation contributing any of its own finances to the project? (If not, please explain why.) Yes.

4.5 Have you applied for funding from any other source? Please supply evidence of the application, whether successful or not, and, if successful please advise how much you received Big Lottery Fund / Awards For all. Application is still under consideration.

4.6 What additional fund-raising have you undertaken?

Increase in Open Day events (Royal Military Academy Sandhurst, Tedworth house, and Gurkha Big Lunch)

4.7 Do your present funds contain any provision for future commitments? Yes

4.8 Please provide details of any other regular revenue or capital payments to your organisation? We do not receive regular funding. We have been lucky enough to received donations from:

Waitrose Community Matters Scheme
Grassroots
Greggs Bakery
EPac

4.9 How much additional income will be generated on completion of the project?

N/A

4.10 Does your organisation have money set aside for the future sustainability of the project or maintenance of any equipment? Please explain how these areas will be catered for.

Yes.

We source most of our items from approaching a variety of companies directly, for instance Pukka teas – gave SHV&F-LP several boxes of complimentary herbal tea.

The maintenance of the building is the responsibility of the Camberley Sea Cadets.

5. RISK

5.1 If your application is unsuccessful how will your organisation fund the project?

The cost of the venue could be covered by SHV&F-LP funds, and the 'Bridging the Gap' day would go ahead, however this would impact on other services and projects we can provide later in the year.

5.2 What is the risk to your organisation if the project doesn't happen?

The opportunity would be missed for the attending organisations to come together and network. This project will open doors and give access to services for many veterans because of connections made at our 'Bridging the Gap' day. It will take us longer to reach those members of the veteran community who need our help.

5.3 How will you mitigate/reduce the risk? We have over twenty five organisations, charities and support groups, that deal with the veterans and families that have expressed an interest in attending. Representatives from NHS, doctor's surgeries, mental-health practitioners/support groups, referral units, prison service, CAB, that have also expressed an interest in attending the event. At the end of the event, we would ask people to complete a survey for feedback.

We are continually making organisations, charities and support groups aware of SHV&F-LP's work, as well as our stakeholder's event in October. SHV&F-LP hold regular meetings to discuss ways in which to move forward, and promote ourselves further; especially at open days, other stakeholder events, and the Armed Forces Roebuck Accord events for Forces personnel due to leave the services for whatever reason.

5.4 The Council will fund up to 75% of the cost of applications up to £2,000 and up to 50% between £2,001-£25,000. If your project is not awarded the amount requested how will your organisation fund the rest of its cost?

We would reduce our costs, by scaling back on non-essential items.
 We would ask attendees to provide their own food, as well as notify them that there is also the opportunity to purchase light refreshments at the venue on the day.

6. OTHER RELEVANT INFORMATION

6.1 What age groups will you cater for? >5 10 3-16 17-25
 26-40 41-60 60+

6.2 Provision for use by which gender? Female Male Both

6.3 Does your organisation serve specific groups (Please tick) Ethnic minority groups
 Religious groups
 Disabled groups
 Unemployed groups
 Single parent family groups
 Other (please specify)

N/A (everyone is welcome)

6.4 How will the community benefit from the completion of the project?

Many of the veterans in Surrey Heath are invisible and suffering when they need not. They have skills and experiences that would enrich our community and are currently being wasted. 'Bridging the Gap' will bring a wide range of organisations together under one roof and promote positive networking as well as partnership opportunities. We will welcome a diversity of practitioners from many sectors to liaise and collaborate with forces organisations / charities and support groups and this will highlight the need to combine resources to help our veterans and their families.

Support groups to help with ongoing mentoring, re-training, financial and counselling. Veterans and families interested in perhaps volunteering, putting their skills, knowledge and experience to best use.

A reduction for future pressure on the NHS waiting times and lists, due to groups liaising with each other and being aware that perhaps Combat Stress, SSAFA and The Ripple Pond can help.

6.5 How will you measure the success of the project?
Completion of a event feedback survey.
Increase in veterans and families that will attend SHV&F-LP
Greater cooperation and signposting by agencies and organisations

6.6 How did you become aware of this fund? VSNS

DOCUMENTS ENCLOSED WITH THE APPLICATION

Please send copies of these documents with your application (please tick).

- A copy of your organisation's constitution
- Copies of your organisations audited accounts for the last two years
- Copies of statements of current or investment account balances (as at date of application)
- Copies of two written estimates for the purchase or hire of any equipment or work to be undertaken
- Evidence you have applied to other sources of funding

Also, if applicable:

- Proof of tenure of the property
- Copies of building regulations or planning permission
- Any architects plans or sketches

N.B. Failure to provide this information will immediately disqualify the application.

7. DECLARATION

I certify that the information provided on this form is correct to the best of my knowledge. I agree that if the Council award a Community Fund grant to my organisation, I will comply with the grant conditions attached to the payment.

Signed: [REDACTED] Position: chair

Print Name: Deborah Sellstrom Date: 26th June 2018

SURREY HEATH BOROUGH COUNCIL COMMUNITY GRANT APPLICATION FORM

COMPLETED APPLICATIONS MUST BE RETURNED TO:
COMMUNITY PARTNERSHIPS OFFICER
SURREY HEATH BOROUGH COUNCIL
SURREY HEATH HOUSE
KNOLL ROAD
CAMBERLEY
SURREY GU15 3HD

OFFICE USE ONLY
APPLICATION NO:

APPLICATION FOR A COMMUNITY FUND GRANT

1. YOUR ORGANISATION

1.1 Organisation Name: Step by Step

1.2 Principal Contact Name: Jenny Jackson

1.3 Organisation Contact Address (for correspondence related to the application):

36 Crimea Road, Aldershot, Hampshire

.....

Post Code: GU11 1UD

Daytime telephone no: [REDACTED]

E-mail address: [REDACTED]

Amount applied for...£1200.....

1.4 Please confirm your organisation is 'not for profit' Yes - We are a registered charity.....

1.5 Organisation Type (please tick):
 Formally constituted Club/Association/Trust
 Other public sector body
 School/college
 Other

1.6 How many members are in your organisation? up to 25 26-50 51-75
 76-100 101+

1.7 How long has the organisation existed? Since 1989, first accommodation opened in 1992

- 1.8 Are you a registered charity? Yes 900308
(If yes, please state the charity number)
- 1.9 Are you VAT registered? No.....
(If yes, please state VAT number)
- 1.10 Are you affiliated to a national organisation? Yes – Foyer Federation
- 1.11 If yes, have you applied to them for funding? Yes – we have been awarded funding from them for some aspects of our work
- 1.12 If not, please state your reasons for not doing so...N/A.....
.....
- 1.13 Please state where your funding comes from...Statutory Funding, Community Fundraising, Corporate Supporters and Trust/Grant income.....

2. PROJECT DETAILS

- 2.1 Please describe the project in as much detail as possible. The information provided should accord with your Business Plan.

Supported Lodgings provides accommodation for young people within a family home. Some of our clients prefer to live in this environment rather than in the larger foyer facilities we have in Aldershot, Basingstoke, Havant, Gosport and Fareham. Our supported lodgings hosts are fully trained to ensure that the young people are each given the care and attention they need to turn their lives around. Step by Step staff work with them continually to encourage the young people to reach their goals and achieve their aims.

As our clients are within the community and we meet them in various places, often with no internet access. We have to do more 1-1 work with clients assisting them with job searches, AQA awards, move on housing options, CV writing etc, it would support our work if we had an Ipad air 2. We need to be able to use the internet at times that we meet a young person in a park for instance, so a device that has a sim or modem to enable us to use it would be a huge help in our clients journey from NEET to EET. 4 additional Ipads would enable our support workers to have an Ipad each to take out on trips to meet with clients and the capacity to lend an Ipad to a young person if they need it for a particular piece of college work or to practice tests such as theory driving tests.

- 2.2 What is the timescale of the project? Start Date: On-going.....

Completion Date: N/A the project is on-going

with regards to Supported Lodgings – the Ipads would be purchased as soon as we got the funding though

- 2.3 Who will benefit from the project, the wider community or a small section? The young people and their host families will benefit from the project in the short term. We will use the Ipads to help the young people go from NEET to EET. In the long-term this means that the

wider community will benefit as the young people become fully integrated members of the community. This in turn will reduce anti-social behaviour and decrease unemployment in the area, improving the economic stability of the area.

2.4 Please describe your current facilities. We operate 6 supported lodgings within Surrey Heath directly and a further 8 within 2 miles of Surrey Heath. This is growing every week as we are currently recruiting to this service. Our hosts are fully trained and supported by Step by Step staff. As well as the Supported Lodgings service, we offer Foyer accommodation, training, counselling, drugs and alcohol support, family mediation and peer education. All of these services are offered to enable the various areas of support a young person might need to be addressed through their contact with Step by Step. If we are unable to help them directly with any issues they might have, we will put them in contact with other services that can help them. We work closely with various professionals and agencies to ensure that the young people get the best and most relevant help available for them. We operate facilities across Surrey, Hampshire and Berkshire.

2.5 What other activities/services are offered at this site? As the Supported Lodgings are within family homes, the service is purely accommodation on the site. However, Step by Step staff visit the young people to underpin the placement, doing progression report, outcome starts and monthly reviews, they not only support the client but also the host families. Staff offer clients help with finding education and employment as well working with the young people around any issues they might have. All of the young people can also access our full range of services at our Aldershot facility.

2.6 Can any additional activities/services be offered on completion of the project which will benefit the local community?

No additional services will be offered, however, as a result of the young people finding education/employment the community will benefit as a whole.

2.7 How many people use the current facilities? Up to 6 at any time in Surrey Heath, the length of time that the young people stays varies depending on their need so an exact figure is hard to determine. In the year 2013/14, 38 young people were supported across all of our supported lodgings sites within Surrey, Hampshire and Berkshire, with 92% stabilising/progressing as a result of their time with Step by Step. We now have many more host families and therefore the capacity to help more young people is increasing all of the time.

2.8 How many people will use the facilities on completion of the project? N/A the project is on-going, up to 6 young people at any one time though this figure is growing each week.

2.9 Over what period will the community benefit from the completion of the project?

up to 12 months 1 to 2 years 2 to 3 years over 3 years

2.10 Is it necessary to be a member of your organisation to participate in its activities?

No, you can access our services as long as you are aged between 11 and 25

2.11 Does your organisation charge a membership fee and if so, how much is the charge?

No.

2.12 When was the membership fee last increased? N/A

2.13 Which parts of the local area do your members tend to come from? Surrey, Hampshire and Berkshire

2.14 Does your organisation have open days to encourage new members?

We promote our services through the various professionals we work with to ensure that we are reaching as many young people as possible. We also have a presence in local schools. With regard to new supporters, we work with local corporates and the community to raise our profile and attract new donors. We have also had an open day and plan more in the future.

2.15 How many people regularly use your facility? In the year 2013/14 we supported 1,157 young people across all of our services. In the year 2015/16 we aim to support 1,500.

2.16 Are numbers increasing at your facility? If not, please set out why you think this might be the case.

Yes

2.17 Please state how your application recognises the diverse needs of your existing and possible future members

If our support workers have Ipads it will enable them to help our clients more as they will have a wealth of information available when they are visiting clients. It will enable us to support a greater diversity of client's hopes and aspirations as we will have access to Apps etc. to support them in the pursuit of their goals. The application recognises the diverse needs of our clients as we appreciate that we cannot produce one support package that will suit everyone. We need to be able to access the most relevant information for the individual and their needs, the Ipads will help us to do this.

3. PROJECT SITE

3.1 What is the location of the project? Various locations within Surrey Heath, our support workers also work across the wider areas of Surrey, Hampshire and Berkshire

3.2 What is the tenure of the property? (If leased, please give details. If monies are to be repaid, please give details.)

N/A the supported lodgings are independently owned/rented/mortgaged by the supported lodgings hosts and are not our properties.

3.3 What is the current condition of the property and are any other works being carried out?

N/A

3.4 Permission may be required under building regulations and relevant planning acts. Please give details of the authorisation obtained.

N/A

Note: Where permission is required and has not been obtained, the application will not progress.

Approval of the grant does not signify approval under any other council requirements such as planning permission.

3.5 Have you obtained, and enclosed with your application, two quotes for the work to be carried out?

Yes – quotes for I pads enclosed

3.6 If required, have you obtained architect's plans or sketches and details of planning or building regulation consent? Have you enclosed these with your application?

N/A

4. PROJECT COSTS

4.1 How much grant are you applying for?

£1,200

4.2 What do you anticipate the total project cost to be?

£1,600

	<u>COST</u>	<u>ITEM</u>
4.3 Please give a breakdown of costs (purchase of land/buildings, professional fees, VAT etc).	£600	Ipad Air 2
	£1000	4 x Ipad mini 2

Have allowed a slight increase in prices from quotes to allow for gap in time between application and funding being awarded

4.4 Is your organisation contributing any of its own finances to the project? (If not, please explain why.) We will be raising funds through other sources to cover the gap between the funding applied for and cost of the items

4.5 Have you applied for funding from any other source? Please supply evidence of the application, whether successful or not, and, if successful please advise how much you received

We are currently working with several local companies to raise funds for generic purposes for us – this funding could be used towards purchasing the I pads. For example Pega have raised monies through a Wear it Purple Day - £380.92 received to date. We also have the Big Summer Sleepout on 19th June, Black-tie event later in the year and various community fundraisers raising adhoc monies for us.

We can supply evidence of applications, however, they are in the form of emails on the whole. I have enclosed our e-shot about the upcoming Sleepout as evidence of us proactively seeking generic funding.

4.6 What additional fund-raising have you undertaken? As above, we hold events throughout the year and we are currently working on a new pack to encourage corporate supporters to select Step by Step as their charity of choice. We are taking on new initiatives this year with places in several runs and also stands at local fairs.

4.7 Do your present funds contain any provision for future commitments? The total of our reserves (£798k as at 31/3/2015) only covers 3 months committed operating costs

4.8 Please provide details of any other regular revenue or capital payments to your organisation?

The main regular / guaranteed income is in the form of contract income we have secured via Hampshire County Council, West Berks and Surrey County Council. Other smaller contract income covers Mediation (transform), Youth AIMS, Guildford one 2 one and Waverley one 2 one. We do not tend to receive money towards capital expenditure.

4.9 How much additional income will be generated on completion of the project?

£0

This is not an income generating scheme, it is a scheme to help young people achieve their potential through the guidance of our support workers and their own hopes, aspirations and skills.

4.10 Does your organisation have money set aside for the future sustainability of the project or maintenance of any equipment? Please explain how these areas will be catered for.

We fundraise for unrestricted funds each year and the maintenance of the I pads would be considered when allocating these monies

5. RISK

5.1 If your application is unsuccessful how will your organisation fund the project?

Through donations from corporate and community supporters, these monies would be spent on other services were we require funding if we are successful in our application for funding from yourselves.

5.2 What is the risk to your organisation if the project doesn't happen?

The project will happen as the support workers need the I pads, it is just a matter of when we will have the funding available for them

5.3 How will you mitigate/reduce the risk? We will apply for funding from a variety of donors so that we are not reliant on one supporter

5.4 The Council will fund up to 75% of the cost of applications up to £2,000 and up to 50% between £2,001-£25,000. If your project is not awarded the amount requested how will your organisation fund the rest of its cost?

Through community and corporate fundraising

6. OTHER RELEVANT INFORMATION

6.1 What age groups will you cater for?

>5 6-10 13-16 17-25
 26-40 41-60 60+

6.2 Provision for use by which gender?

Female Male Both

Both

- 6.3 Does your organisation serve specific groups (Please tick)
- | | |
|-------------------------------------|-------------------------------------|
| <input type="checkbox"/> | Ethnic minority groups |
| <input type="checkbox"/> | Religious groups |
| <input type="checkbox"/> | Disabled groups |
| <input checked="" type="checkbox"/> | Unemployed groups |
| <input checked="" type="checkbox"/> | Single parent family groups |
| <input checked="" type="checkbox"/> | Other (please specify) |
| | Homeless and those facing adversity |

6.4 How will the community benefit from the completion of the project? Young people changed from NEET to EET, greater economic stability and reduced crime and anti-social behaviour. The future development of the community will also be enhanced as the young people are fully integrated members of the community they live in

6.5 How will you measure the success of the project? We can monitor the number of young people that our support workers help find out information via the Ipads. We can also gain feedback from our support staff about the impact having the Ipads has on their ability to work successfully with the young people

6.6 How did you become aware of this fund? Internet search

DOCUMENTS ENCLOSED WITH THE APPLICATION

Please send copies of these documents with your application (please tick).

- A copy of your organisation's constitution
- Copies of your organisations audited accounts for the last two years
- Copies of statements of current or investment account balances (as at date of application)
- Copies of two written estimates for the purchase or hire of any equipment or work to be undertaken
- Evidence you have applied to other sources of funding


Also, if applicable:

- Proof of tenure of the property
- Copies of building regulations or planning permission
- Any architects plans or sketches

N.B. Failure to provide this information will immediately disqualify the application.

7. DECLARATION

I certify that the information provided on this form is correct to the best of my knowledge. I agree that if the Council award a Community Fund grant to my organisation, I will comply with the grant conditions attached to the payment.

Signed:  Position: Trust fund trustee
Print Name: Jenny Jackson Date: 17/4/15

SURREY HEATH BOROUGH COUNCIL COMMUNITY GRANT APPLICATION FORM

COMPLETED APPLICATIONS MUST BE RETURNED TO:
COMMUNITY PARTNERSHIPS OFFICER
SURREY HEATH BOROUGH COUNCIL
SURREY HEATH HOUSE
KNOLL ROAD
CAMBERLEY
SURREY GU15 3HD

OFFICE USE ONLY
APPLICATION NO:

APPLICATION FOR A COMMUNITY FUND GRANT

1. YOUR ORGANISATION

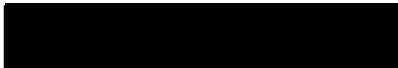
1.1 Organisation Name: **Turners Boxing Academy**

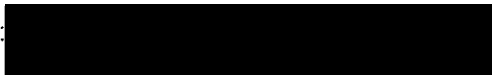
1.2 Principal Contact Name: **Leah Jackson**

1.3 Organisation Contact Address (for correspondence related to the application):

**Applemead,
Springfield Road,
Camberley,
Surrey,**

Post Code: **GU15 1AE**

Daytime telephone no: 

E-mail address: 

Amount applied for **£18,795**

1.4 Please confirm your organisation is 'not for profit' **Yes**

- 1.5 Organisation Type (please tick):
- Formally constituted Club/Association/Trust
 - Other public sector body
 - School/college
 - Other

1.6 How many members are in your organisation? up to 25 26-50 51-75
 76-100 101+

1.7 How long has the organisation existed? **2009**

- 1.8 Are you a registered charity? **No**
(If yes, please state the charity number)
- 1.9 Are you VAT registered? **No**
(If yes, please state VAT number)
- 1.10 Are you affiliated to a national organisation?
England Boxing, AIBA International Boxing Association
- 1.11 If yes, have you applied to them for funding?
Yes previously but not for this project
- 1.12 If not, please state your reasons for not doing so
Applying in a joint project with Collingwood College, and Surrey County Council
- 1.13 Please state where you're funding comes from?
Directly from members subscriptions and events

2. PROJECT DETAILS

- 2.1 Please describe the project in as much detail as possible. The information provided should accord with your Business Plan.

We, Turners Boxing Academy are located at Collingwood College and are a non-profit organisation run by volunteers who teach fitness and boxing to diverse local social groups. We focus on disadvantaged and disengaged youth, and adults.

We have a long term agreement with the school to use the Barossa facilities out of school hours in the evenings, weekends and school holidays. We have a permanent bag room and use the gymnasium and changing areas. The facility is in poor condition and the gymnasium does not have a ceiling or insulation, it has poor quality lighting, heating and decoration. We have been operating since 2009 but we are now losing members and struggle to attract new ones due to the poor condition of the facilities. Other local community groups and people are deterred from using the facility due to the gloomy and cold surrounds of the gymnasium. What heating there is simply passes straight out of the roof and the lighting is very old and really poor in quality.

We and the school want to refurbish the facility. We are applying to several sources of funding in a joint project. The school will fund raise and use its own available funds to improve the heating system and we propose to spend the community grant by installing a new ceiling, insulation, energy efficient LED lighting and decorate it to give it a warm and welcoming ambience. We will then start a new recruitment drive to get local people back to our club. At the same time the school will encourage other community groups to also use the facility.

As we get more people back and the school get more community groups to use the facility we will then link with Surrey Health & Wellbeing Board and Surrey Health Clinical Commissioning Group (SHCCG), we will do this as part of our role within the Old Dean Priority Group and we will start to introduce

facility users to the Surrey's Heaths health improvement campaigns such as NHS Health Check, Change 4 Life, Smoke free, Stoptober and Dry January.

The overall project aim will be to get more local people active by doing sport and introduce them to preventative health initiatives and specifically target the 'hard to reach' members of our community that we have been so successful in engaging with previously.

2.2 What is the timescale of the project?

Start Date: 27th July 2015

Completion Date: 11th April 2016 of refurbishment

2.3 Who will benefit from the project, the wider community or a small section?

Both. We will engage generally with residents of the Old Dean, Town and St. Michael's communities. We will also specifically focus on the 'hard to reach' marginalised and low income youth and adults of both genders in these areas.

2.4 Please describe your current facilities.

Boxing bag room with permanent training ring, gymnasium and changing rooms.

2.5 What other activities/services are offered at this site?

Education during the school day (PE, assemblies, years 7-9 and exams year 11) but also community usage of the facilities out of school hours. For a while now we have been the only club using the facilities out of school hours due to its poor condition.

2.6 Can any additional activities/services be offered on completion of the project which will benefit the local community?

Yes our initial focus will be to get members and users back to our club and start to increase participation again. Once we and have done this we and the school will introduce users to ill health prevention and well-being campaigns. We will then encourage additional community groups to use the facility e.g. weight management classes, smoking cessation classes, and other fitness classes to target different members of the community that have different fitness interests/goals.

2.7 How many people use the current facilities?

854 regular students (years 7,8,9) during each school day, 908 occasional students (years 10-13) and 60 community users each week.

Annual Community User Visits (excluding school PE)

2012 4,872 90 weekly visits

2013 3,165 60 weekly visits

2014 3,087 59 weekly visits

2.8 How many people will use the facilities on completion of the project?

972 regular students (years 7,8,9) during each school day, 889 occasional students (years 10-13) and 60 community users each week.

Projected Annual Community User Visits (excluding school PE)

2015 3,571 68 weekly visits

2016 4,680 90 weekly visits

2017 5,824 112 weekly visits

2018 6,240 120 weekly visits

2.9 Over what period will the community benefit from the completion of the project?

up to 12 months 1 to 2 years 2 to 3 years over 3 years

2.10 Is it necessary to be a member of your organisation to participate in its activities?

No we encourage all participants. This will include 'drop in', faster and those that are on low incomes. We state on our website "Student and low income special rates on application and treated in strictest confidence". We are fully inclusive and want to encourage participation.

2.11 Does your organisation charge a membership fee and if so, how much is the charge?

Juniors (8-16yrs) £2- £3 per session and Seniors (17+) £3- £5 per session. All sessions are 'pay as you go'.

2.12 When was the membership fee last increased?

It has never been increased.

2.13 Which parts of the local area do your members tend to come from?

Old Dean, Town, St. Michaels.

2.14 Does your organisation have open days to encourage new members? Yes

2.15 How many people regularly use your facility? 1000+

2.16 Are numbers increasing at your facility? If not, please set out why you think this might be the case.

Usage is decreasing significantly due to the poor condition of the gymnasium. During the winter months the facility is so cold and dark and unwelcoming that people are put off from even trying out the facility. We have asked the local community that used to be part of our club why they left and the vast majority have said the same thing: cold, dark and uninviting facility. When asked if the heating, insulation, lighting and decoration could be improved would they then consider returning to the club; the over whelming response has been yes. We are currently the only regular user of the facility out of school hours but we will not be able to continue if we keep losing members and cannot attract new ones.

- 2.17 Please state how your application recognises the diverse needs of your existing and possible future members

We engage with people in the local community who do not have the opportunity to take part in sport or have limited access to positive role models. We work with NEET individuals, ex-offenders, those excluded from school and 'harder to reach'; marginalized families and those with social and learning difficulties. We work with the local police and Youth Support Service to help facilitate social integration.

We provide a safe environment where individuals can come and be active and positive, learn new skills, make new friends and embrace the community. We offer the Boxing Awards, which can be incorporated in the teaching of ASDAN and COPE qualifications at the school. We also offer the opportunities to train as a coach for those who may wish to develop skills or volunteer with people and become a positive role model.

We hold very true to our ethos of social inclusion, respect of self and others, positivity promotion through health and fitness. Through our 'Connecting with the Community' project several individuals have been referred by the police to us and are now boxing competitively and volunteering for us.

We see a natural integration with our core values and the values of The Surrey Heath Sustainable Community Strategy:

- Children and Young People – improve learning, health and employment outcomes for children and young people, particularly the vulnerable and disadvantaged
- Health and Wellbeing – promote healthy lifestyles, particularly targeting groups and communities at most risk
- Housing, Infrastructure and Environment – achieve better standards of development to deliver more social, environmental, and economically sustainable benefits
- Safer and Stronger Communities – improve public confidence in the ability of public services to keep residents safe, reduce crime and anti-social behaviour, strengthen local communities through targeted public and voluntary sector activity, active citizenship and work to tackle inequalities

3. PROJECT SITE

- 3.1 What is the location of the project?

Collingwood College – specifically the Barossa area of the College

- 3.2 What is the tenure of the property? (If leased, please give details. If monies are to be repaid, please give details.)

10 year agreement to use the facilities (6 years remaining 31st March 2021)

- 3.3 What is the current condition of the property and are any other works being carried out?

Poor. There is insufficient heating or insulation in the gymnasium, and the lighting is of low quality.

3.4 Permission may be required under building regulations and relevant planning acts. Please give details of the authorisation obtained.

Permission and authorisation is in place. This is a joint project with the school. The school will obtain all relevant permissions and comply with relevant statutory regulations.

Note: Where permission is required and has not been obtained, the application will not progress. Approval of the grant does not signify approval under any other council requirements such as planning permission.

3.5 Have you obtained, and enclosed with your application, two quotes for the work to be carried out? **Yes. The school will co-ordinate all works.**

3.6 If required, have you obtained architect's plans or sketches and details of planning or building regulation consent? Have you enclosed these with your application? **NA**

4. **PROJECT COSTS**

4.1 How much grant are you applying for?

4.2 What do you anticipate the total project cost to be?

COST ITEM

4.3 Please give a breakdown of costs (purchase of land/buildings, professional fees, VAT etc).

Ceiling, insulation & lights

Upgrade Heating

Decoration, fire doors

Roofing Works

Other costs (Enabling works, building control, waste, electrics, asbestos, H&S)

4.4 Is your organisation contributing any of its own finances to the project? (If not, please explain why.)

We are non-profit making and all of our income covers operating expenses only.

4.5 Have you applied for funding from any other source? Please supply evidence of the application, whether successful or not, and, if successful please advise how much you received?

This is a joint project the school is applying to Surrey Leaders Community fund, Academies Condition Improvement Fund and the school is also funding some of the project costs from its own limited funds.

4.6 What additional fund-raising have you undertaken?

We have run 2 additional boxing events to generate additional income but at the moment any additional money we have raised has been put into the running of the club to cover costs. We are unable to run these events in the winter months due to the poor condition of the facility the AIBA have stated that we can no longer host certain events in the facility specifically due to its condition. This has reduced our events income considerably.

4.7 Do your present funds contain any provision for future commitments? **No**

4.8 Please provide details of any other regular revenue or capital payments to your organisation?

No liabilities. Our only regular payment is to the school to rent the facility.

4.9 How much additional income will be generated on completion of the project?

Please see accompanying Income/Expenditure Projections Spreadsheet:

2015 Boxing Club Income projected to be £20,571

2016 Year 1 £28,124 + £7,553

2017 Year 2 £34,043 + £13,472

2018 Year 3 £38,832 + £18,261

Cumulative increase + £39,286 over 3 years

All projected increased based on increased hours of usage, and increased community user attendances. Price per visit assumed to remain at an average of £4 per visit.

4.10 Does your organisation have money set aside for the future sustainability of the project or maintenance of any equipment? Please explain how these areas will be catered for.

We do not have any funds set aside. However if the facilities are improved we will attract more members and users and we will be able to host more events and competitions which will generate significant income for us that can then be invested back into the club for equipment renewal, and volunteer coach training. The club will become self-financing again and sustainable and this will be written into our operating/budget plan.

5. **Risk**

5.1 If your application is unsuccessful how will your organisation fund the project?

The school will invest what limited funds it can into the heating improvement of the facilities which will help enormously and they are applying to the Surrey

Leaders community fund and Academies Condition Improvement Fund. We will search for additional sources of funding e.g. Big Lottery, Sport England but we cannot get access to certain Sport England funding as it is not for building refurbishment. In addition, the school was successful in applying for Sport England Inspired Facilities in 2012 in a joint application with two community gymnastics clubs and are therefore not able to re-apply to that particular fund. The Surrey Heath Community fund specifically aligns with our ethos and needs.

5.2 What is the risk to your organisation if the project doesn't happen?

The risk is that we will not be able to continue as an organisation. We have to attract more members and the only way to do this is to improve the facilities.

5.3 How will you mitigate/reduce the risk?

The risk is mitigated by working jointly with the school. We desperately want to continue the work that we do working with local marginalised people and we are absolutely committed to this. But we cannot do this in isolation and we need help. Our members are telling us that it is the condition of the facility that is the reason they are leaving.

5.4.1 The Council will fund up to 75% of the cost of applications up to £2,000 and up to 50% between £2,001-£25,000. If your project is not awarded the amount requested how will your organisation fund the rest of its cost?

As stated above this is a joint project with the school who are fund raising for this project. We will also seek additional funders that will support refurbishment of the facilities if this application is unsuccessful.

6. OTHER RELEVANT INFORMATION

6.1 What age groups will you cater for? >5 6-10 13-16 17-25
 26-40 41-60 60+

6.2 Provision for use by which gender? Female Male Both

6.3 Does your organisation serve specific group: Ethnic minority groups
 Religious groups
 Disabled groups
 Unemployed groups
 Single parent family groups
 Other (please specify)

We are fully inclusive

6.4 How will the community benefit from the completion of the project?

The most prevalent health conditions in Surrey Heath are hypertension, obesity, asthma, diabetes, and depression and these are increasingly even amongst younger members of the community (16+). Coronary heart disease is high within the local population of the Old Dean and there are particularly high rates of adult smoking here (38%) and (28%) in the neighbouring ward of St. Michaels.

We have one of the highest rates of increasing risk drinking in the country. Less than a third of adults here eat healthily, over a fifth are obese, and almost 9/10 adults are not physically active. The life expectancy of residents on the old Dean estate is 6 years less than the neighbouring ward of St. Paul's. This is attributed to a number of indices but most prevalent is lifestyle.

Overall, Surrey Heath is not a deprived Local Authority, but that masks health inequalities and there are 'deprivation hotspots' where life expectancy is lower, and health outcomes are poorer. By refurbishing the facility the project aims to engage with local community groups and people and provide a place for them to come together and make a positive change to their life style choices and in doing so counter some of these deprivation led health inequalities.

The wider community will benefit by having access to the refurbished facilities. As usage by local people and community groups increases we will be able to promote ill health prevention programmes offered by the various agencies at the improved facility. We have been very successful in engaging with 'hard to reach' and disengaged local people in the past and we have been involved in numerous community events. We will continue to do our outreach work by working with local organisations like the Old Dean Priority Group, Old Dean residents association (ODCoG), Police, Youth Support Service and the and the School. We will encourage greater usage of the facility we will be able to get more local people more physically active more often. As participation and usage of the facility increases we will then be able to promote wellness and introduce users to ill health prevention campaigns. Our community will benefit through better health and wellbeing outcomes. We will do this by focusing on objective 2 of the five objectives of Surrey Wellbeing:

1. Improve children's health and wellbeing;
2. Develop a preventative approach;
3. Promote emotional wellbeing and mental health;
4. Improve older adult's health and wellbeing;
5. Safeguard our population;

6.5 How will you measure the success of the project?

The current usage of the facility is extremely low with only us regularly using it out of school hours. Weekly usage by our club is only 30% of the available out of school hours' time. By refurbishing the facility the objective will be to increase the weekly hour's usage of it by us and other community groups.

Objective 1: Increase adult participation in physical activity at the facility by targeting users to complete at least 150 minutes of activity a week;

Objective 3: Introduce Weight Management and general fitness classes in the facility;

Objective 3: Promote positive role models and healthy lifestyles and actively encourage wellness and ill health prevention to users of the facility e.g. cessation of smoking, alcohol awareness, active lifestyles;

Target 1: Increase our weekly use of the facility from 8 weekly hours 2015 to 12 weekly hours by 2018;

Target 2: Increase the usage of the facility by other community groups when we are not using it from 0 weekly hours to 10 weekly hours by 2018;

Target 3: Promote Surrey's health improvement campaigns at the facility: NHS Health Check, Change 4 Life, Smoke free, Stoptober and Dry January.

6.6 How did you become aware of this fund? **Surrey Heath Website**
DOCUMENTS ENCLOSED WITH THE APPLICATION

Please send copies of these documents with your application (please tick).

- A copy of your organisation's constitution**
- Copies of your organisations audited accounts for the last two years**
- Copies of statements of current or investment account balances (as at date of application)**
- Copies of two written estimates for the purchase or hire of any equipment or work to be undertaken**
- Evidence you have applied to other sources of funding**

Also, if applicable:

- Proof of tenure of the property
- Copies of building regulations or planning permission
- Any architects plans or sketches

N.B. Failure to provide this information will immediately disqualify the application.

7. DECLARATION

I certify that the information provided on this form is correct to the best of my knowledge. I agree that if the Council award a Community Fund grant to my organisation, I will comply with the grant conditions attached to the payment.

Signed:

Position: **TBA Chairperson Surrey Boxing HON. Secretary of AIBA**

Print Name: **LEAH JACKSON**

Date: **02/06/2015**