

Grant summary

Organisation

Just Drop In

Funding request

Funding is requested towards youth mental health parent support sessions.

Total cost

£4,995

Funding request

£1,555

The difference between the total cost and the amount requested will be bridged by the charity's own funds and in kind contributions.

END OF REPORT

Macclesfield Town Council Large Community Grant application form

Grants from £250 up to £2,000

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

CVSCE can also offer guidance on completing the application form.

Your Contact details

Please complete table 1.

Table 1 Contact details

Applicant name:	██████████
Position in organisation:	Chief Officer
Organisation:	Just Drop-In Youth Info and Advice Ltd
Address:	██
Contact number:	██████████
E-mail address:	████████████████████
Contact address (if different from above):	As above
Telephone number:	As above
Website:	www.justdropin.co.uk

Contact details for senior member of the organisation

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

Please complete table 2.

Table 2 Contact details for senior member of the organisation

Senior contact name:	██████████
Contact address:	C/O Just Drop In as above
Telephone number:	As above
E-mail:	██████████
Position in organisation:	Chair of Trustees

Organisation profile

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

Table 3 Organisation profile

Registered charity:	Yes
Registration number:	1081416
Voluntary organisation:	Yes
Community group:	No
Company Limited by Guarantee:	Yes Company Number 3884673
Not for profit organisation:	Yes
Social enterprise:	No
Other:	
How long has your organisation been in existence?	25 years
What does your organisation do? (A summary of this information will be used on our website if your application is successful). Maximum of 50 words:	<p>Just Drop-In is here to help and support children & young people who are finding life hard.</p> <p>The charity has a heartfelt commitment to improve the mental health and wellbeing of local children, helping them to find their feet and themselves.</p> <p>They provide free counselling, wellbeing and parenting services.</p>

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

Table 4 Land, premises and facilities

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

Lease the land/premises/facilities	Yes
Please give details of lease expiry date/length of lease	07/06/2027

Please complete table 5 to indicate how many staff, paid or otherwise, are involved with your organisation.

Table 5 Number of staff

Number of full time paid staff	8
Number of part time paid staff	7
Number of casual paid staff	9
Number of full time unpaid staff	0
Number of part time unpaid staff	0
Number of casual unpaid staff	60 volunteers

Previous funding

Has your organisation received a grant from Macclesfield Town Council before?
Please complete table 6, selecting Yes or No where applicable.

Table 6 Previous funding

Previous funding from Macclesfield Town Council	Yes
If yes, please tell us when and how much was awarded:	£830 February 2024 Grant Committee
How did you hear about the Community Grant Scheme?	Word of mouth

Your project/activity/event

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

Table 7 Project/activity/event description

Date of activity/event or anticipated start date of project:	01/04/2025
Name of project (maximum 10 words):	Youth Mental Health Parent Support
Briefly describe what the grant you are requesting is required for and why it is needed (maximum 150 words):	We have a proven track record in providing parenting support to parents and carers of children and teens who are struggling with their emotional and mental health. However, demand currently outstrips our resources to support parents as so much of this work is unfunded. This has placed some our delivery at risk. We are seeking funding to enable us to continue to empower Macclesfield parents to support their children

	<p>by attending evidenced based and certificated courses and support providing them with sustainable skills and increased confidence to support their children. The courses we are seeking funding for are:</p> <ul style="list-style-type: none"> • 1- day First Aid for Youth Mental Health delivered by an accredited Macclesfield trainer from NUCO https://www.nucotraining.com/ X1 delivery • 2-day Youth Mental Health First Aid https://mhfaengland.org/individuals/youth/youth-mental-health-first-aid/ delivered by one of our own qualified and experienced team. X1 delivery • We are seeking a contribution to our Macclesfield Parent Peer Support group which is unfunded but run's fortnightly throughout the year. https://www.charliewaller.org/parent-carer-peer-support <p>Just Drop-In will continue to provide and fund the paid facilitators but we are seeking the associated resource costs to run these vital groups.</p>
<p>If you are successful with your application, please describe what your project/event/activity will achieve and what difference it will make to your organisation/area, how it will extend/develop community activity and how it meets the criteria listed in the Policy for the Allocation of Community Grants (maximum 150 words):</p>	<p>Our charity and this Project will support the Town Councils strategic aim of building Healthy Communities.</p> <p>With this grant we would provide courses for over 50 Macclesfield parents.</p> <p>We use pre and post course evaluation questionnaires to understand the impact on parent's confidence and skills with every parent who has attended to date reporting improvements in both areas. We also ask:</p> <p><i>As a result of training how positive do you feel that things will improve for your family?</i></p> <p>The average response from parents was 8/10 showing the huge value courses can bring to local families who are finding life hard.</p> <p>We also use the Experience of Service Questionnaire to ask parents how much they have valued the service and here is some feedback from them:</p> <p><i>I felt it was a lovely friendly safe space. I enjoyed talking to the other parents and not feel so alone. I will recommend this charity & this group. Thank you</i></p> <p><i>The mental health awareness course was a fantastic introduction to the various issues that fall into this category and provided very good 'tools' as first steps.</i></p>

	<i>"I would like to thank you for this great course and the follow up material. I felt I can get support if necessary and I am not alone in this situation. And having a course tutor speaking from own experience was very helpful".</i>
How will your project or service be sustained in the future? (Maximum 50 words):	<p>Our Project is based around sustainability in that we seek to empower parents to be experts in their own families and to support their children as they transition into adulthood.</p> <p>The courses are transferable and parents are then community mental health first aiders and can transfer skills to other settings. The courses are accredited and can also support parents with work opportunities.</p> <p>We always seek opportunities to fund this vital work, with costs been at a minimum with one of our trainers being in-house, and our parent peer supporters already trained. We also use our own town centre premises to deliver.</p>
If your application is for an event and you make a profit, please state how this will be used:	All of our services are free.

Projected expenditure

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

Table 8 Projected expenditure

Item	Estimated cost	Details
New build/refurbishment	0	
Furniture/fixtures/fittings	0	
Equipment purchase	£80	3 Self- stick transportable flip charts and pens
Equipment hire	0	
Premises/facility hire	0	
Materials	<p>1 -day course materials £225 X 1 course</p> <p>2 -day course materials £540 X 1 courses</p> <p>£250 Refreshments for all groups</p>	<p>We are seeking the resource bundles we need for each parent to attend.</p> <p>1 -day course – manual/care card badge, certificate and Don't Blame My Brain £15.00</p> <p>2 -day course – manual, lanyard, badge, pen, certificate and Don't Blame my brain £36.00</p> <p>£150 (costed at £5 per session)</p>

Item	Estimated cost	Details
	£200	Activity resources for Parent Peer support sessions at £50 a quarter. This might include self-care or a resource on a specific topic like school attendance
Advertising/marketing/publicity	0	
Workshops/seminars/training	£2,400 £1,000	Costed at £800 a day for 3 days of trainer time (funded by Just Drop In) A member of the team provides support to our Parent Peer Supporters. This is an estimate of supervision costs.
Other	£260	Our two parent peer supporters are volunteers, this would fund their travel expenses for the year
Total Cost		

Projected income

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

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

Table 9 Projected income

Funding,	Item	Amount	Applied for and expected to hear date	Confirmed
	Matched funding amount (Grants etc.)			
	Own existing funds/fundraising	800	Unrestricted fundraising to pay for trainer of the 1 day course	Yes
	Projected income from ticket sales etc.			
	Other Local Authority e.g. Borough/Town Parish			
	Sponsorship (Please specify)			
	Donations (please specify)			

Funding,	Item	Amount	Applied for and expected to hear date	Confirmed
	Non-cash or in-kind contributions	£2600	Existing in house trainer for the 2 day course and in house supervisor for parent peer support	Yes
	Total projected income	£3400		
	Amount requested from Macclesfield Town Council	£1555		
	Balance outstanding	0	Confirmed	Yes
	<p>Please state exactly what the town council funding will pay for:</p> <p>We would like the Town Council to fund:</p> <ol style="list-style-type: none"> 1. The resource bundles which are mandatory as part of running accredited courses. This is for the 1 day and the 2 day courses which we deliver. This will enable us to deliver quality courses for up to 30 parents. 2. Contribute to running costs of our Parent Peer Support Groups which will support at least 20 parents over the course of the year. 3. To fund some associated equipment and resource costs for all of this parenting activity. <p>The cost of providing this amazing support is less than £100 a head per parent with the Town Council contributing £31.00 a head. Just Drop in will fund all other running costs such as buildings, administration and utilities.</p>			
	<p>If there is a balance outstanding or you are not awarded the full amount requested from Macclesfield Town Council, state below how the shortfall will be covered or whether the project will be delayed:</p> <p>This has been a very challenging financial year for our charity. Like many small local charities, we have struggled to find all of the resources needed to keep our fabulous services going. For the first time in over a decade we face a significant end of financial year deficit, we estimate this to be circa £60,000. Given this landscape, we would need to cut our Mental Health</p>			

Funding,	Item	Amount	Applied for and expected to hear date	Confirmed
	First Aid courses next year, but we would continue to deliver Parent Peer Support. With your support we hope to avoid this.			

Accounts summary

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

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

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

If your organisation is VAT registered, please supply your VAT number: Not VAT registered

Table 10 Accounts summary

Account year ending	March 2024
Total income for the year:	£599,298
Total expenditure for the year:	£602,729
Surplus or deficit:	£3,431
Total savings or reserves in the bank at year end:	£322,052

Bank details

Complete Table 11 with the organisation’s bank details.

Table 11 Bank details **PLEASE NOTE CHANGE FROM PREVIOUS YEARS**

Organisation’s bank account name (payee name):	Just Drop In Youth Info and Advice ltd
Organisations bank account sort code and account number:	Sort code: [REDACTED] Account number: [REDACTED]

Project beneficiaries and equality

Complete Table 12, selecting Yes or No where applicable.

Table 12 Project beneficiaries and equality

Total number of people you expect to access your event, activity or facility:	Minimum of 50
Which groups will benefit from your project (i.e. age, disability, ethnicity, disadvantaged etc.)?	Parents and Carers of Children struggling with their mental health
Which geographical area (whole parish or ward(s)) will benefit most from your project, event or activity?	All of Macclesfield
Does your organisation restrict access on the grounds of age?	Up to 25 for young people
Does your organisation restrict access on the grounds of disability?	No
Does your organisation restrict access on the grounds of gender reassignment?	No
Does your organisation restrict access on the grounds of marriage and civil partnership?	No
Does your organisation restrict access on the grounds of pregnancy and maternity?	No
Does your organisation restrict access on the grounds of race?	No
Does your organisation restrict access on the grounds of religion and belief?	No
Does your organisation restrict access on the grounds of sex?	No
Does your organisation restrict access on the grounds of sexual orientation?	No

Supporting documentation

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

Up to date Annual accounts/income and expenditure	Yes
Governing Document	Yes
Safeguarding policies	Yes
Relevant insurances	Yes

Quotes/estimates for equipment	Yes
Affiliation to a Governing Body	No
Equalities and Inclusion Policy	Yes
Planning permission	Not required

Data Protection

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

Grant application administration

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

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

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

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

Yes

Grant application support

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

Yes

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

Postal address Yes
 Email address Yes
 Phone Yes



Declaration



Please complete table 13 – two signatories are required.

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

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

Table 13 Declaration

Signed:	
Date:	27/01/2024
Name:	
Position in group:	Chief Officer

Signed:	
Date:	27/01/2024
Name:	
Position in group:	Business Operations Manager

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

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