

KETTERING Town Council



Small grants applications

The Council has a budget of £15,000 to make grants to local groups and organisations who have projects to benefit Kettering.

There will be two rounds of applications for grants. The first round will start on 15th April and run until the end of May. A second round will take place later in the summer.

The policy governing the grants budget is [here](#)

The application form for grants is below, help in completing this form is available from Martin Hammond, Town Clerk clerk@ketteringtowncouncil.gov.uk or Sean Silver, Kettering Voluntary Network, sean.silver@groundwork.org.uk

Small Grant Application Form

Kettering Town Council

Apply for a grant between £500 and £5000

PLEASE REFER TO THE COUNCIL'S POLICY STATEMENT AND GUIDANCE BEFORE COMPLETING THIS FORM.

APPLICANT DETAILS	
Name of Organisation	KCU (Kettering Community Unit)
Main Contact Name	Lynn Chapman
Telephone	07752 123902

E-mail	lynn.chapman@kcultd.org.uk
Address and post code	51 Gold Street, Kettering, Northamptonshire NN16 8JB
Website or social media account	www.kcultd.org.uk
Charity CIC or company number (if relevant)	1131360 – charity number 5695511 – company limited by guarantee number
YOUR ORGANISATION	
<p>Please describe your organisation – i.e. as one of the following:-</p> <ul style="list-style-type: none"> • Charity • Community Interest Company • Community or voluntary group • Local club • Not for profit organisation • School Parent Teacher Association • Friends of ... group • Religious bodies • Health charity <p>(Please also refer to 3.1 and 3.2. of the Council's policy)</p>	Registered charity
Please indicate what your organisation's main role and purpose is (max 100 words)	KCU exists to relieve and prevent social and economic disadvantage. We provide crisis and transitional services for those who are socially and economically marginalised. KCU supports people through difficult times and also offers services to help people move to a better place in their lives when ready. Services include crisis food, furniture and household goods for those in genuine need; mentoring/befriending through peer support; upcycling/recycling project; free education and learning courses; and access to volunteering/work experience for those who might not be given such opportunities elsewhere due to their vulnerabilities.

YOUR APPLICATION OR PROJECT	
<p>Please give a description of the project you would like funding for, indicating who it will benefit, the geographical area it will impact, and whether you have any other partner organisations working with you. (max 300 words).</p>	<p>Funding will contribute to achieving outcomes for several activities rather than one specific project. For example, through contributing to driver costs, this enables the delivery of food parcels to organisations in our 'hub and spoke' foodbank model. People do not have to go to an identifiable foodbank in their community and discreetly get food at the first point of contact (our partners) but also help to address issues that led to them needing a food parcel in the first place. Partners include Citizens Advice; Salvation Army (Kettering and Rothwell); Children's Centre; Homestart; Accommodation Concern; Burton Latimer library; the Green Patch (Groundwork Northamptonshire); and Highfields community centre.</p> <p>This funding will contribute to helping people who struggle financially, some of whom have to make difficult choices between putting food on the table and paying rent/bills. It will also help people such as survivors of domestic abuse being rehomed but who have fled with nothing and rough sleepers being housed. More recently, we have supported relocating refugees (through provision of food, toiletries and essential household items/furniture). We also delivered food and toiletries for the truckers stuck at the Rothwell park. Our ongoing partnership with the Green Patch discreetly supports families who fall into food poverty during school holidays when children are not receiving school meals. Families where schools have concerns are invited to send their children to Holiday Rangers, where they learn about their environment and cook a family meal to take home. They also take home a duplicate set of ingredients to 'practice' hence providing families with 2 cooked meals a week during the holidays. KCU delivers food for cooking and feeding the children and activity items for use in sessions.</p> <p>The area covered is Kettering Borough, although those benefitting are mainly from NN14, NN15 and NN16 areas.</p>

<p>Which of the Council's policies does your project best match?</p> <p>Please refer to the objectives set out in section 2.1. of the Council's policy.</p> <p>The categories are Economic development Health and Community. Armed Forces Covenant Sustainability Community resilience Sporting or artistic excellence Twinning activities (List as many as apply)</p>	<p>This grant would support a number of Kettering Town Council's policy objectives. For example:</p> <ul style="list-style-type: none"> ➤ Health and community – through the delivery of food, essential furniture and household items to individuals in genuine need (e.g. survivors of domestic abuse being rehomed who have fled with nothing; rough sleepers being housed), mental health impacts are reduced and physical wellbeing improved. This also includes a food home delivery service for those in financial difficulties who are isolating or vulnerable ➤ Sustainability – keeping items out of landfill through pick up and delivery of items that can be upcycled/recycled – the van's schedule is also organised to streamline journeys to reduce excessive mileage and hence less emissions ➤ Community resilience – volunteers and young people gain work experience through supporting deliveries and pick up of household goods and furniture. This includes individuals who may not be given such opportunities elsewhere because of their complex issues 	
<p>What will the Council's grant pay for?</p> <ul style="list-style-type: none"> - Please refer to sections 4.1 and 4.2 of the Council's policy - Please be as specific as you can 	<p>This grant will contribute to retaining KCU's van driver who was engaged at the start of the pandemic and funded through short-term non repeated COVID-19 grants from various funders. Actual van costs such as fuel, insurance, tax, maintenance are currently covered through other grants. These grants do not cover the cost of employing a part-time driver. The role is essential to sustain and deal with increased need for food and household goods/furniture, with demand continuing to increase as a result of the pandemic and cost of living rises (fuel, energy, food etc).</p>	
<p>How will you measure the impact of the project?</p>	<p>KCU has an internal Projects Monitoring Group that meets regularly to consider performance and finance relating to grants. Data is collected regarding the number of 3 day food parcels delivered and replenished weekly to our partner organisations through our 'hub and spoke' model. Number and type of furniture and household items collected are also captured. We monitor outcomes through case studies and feedback from partners and service users.</p>	
<p>Total you are seeking (between £500 and £5000)</p>	<p>£ 4,000</p>	
<p>Please give a breakdown of the costs by category or item if you can</p>	<p>Staff/employees - £4,000</p>	<p>Contribution to retaining a van driver to ensure continuity of food parcel deliveries and pick up/delivery of recycled items</p>
	<p>Volunteer costs</p>	
	<p>Travel costs</p>	
	<p>Supplies</p>	

	Equipment and capital items	
	Premises costs and facilities	
	New IT costs	
	Publicity and promotion	
	Other (please list)	
Have you secured funding towards this project either from your own resources or another grant?	£ 4,000 £ 2,200 award) The grant award is a contribution from the Henry Smith Charity	organisations own resources grant award (please list for each
Have you applied for any other grant funding not yet awarded? If so how much?	£ A grant is in progress for wider core/revenue funding to the Tudor Trust. This has moved to final stage assessment. Outcome will be known in 3-4 months and the request of £15,000 to support KCU generally, could be used to part fund the post also	
Period you expect the project to run for.	This is a contribution to revenue/core costs (part time driver) rather than a project. Annual cost of this is £10,200. Further funding opportunities for ongoing salary beyond the year are being sought.	

DECLARATION

1. I am authorised to make the application on behalf of the above organisation.
2. I confirm that our organisation has the necessary governance in place to ensure value for money and audited accountability for the spend of any money allocated through the grant process.
3. Our organisation has an up-to-date Safeguarding Policy I can submit upon request.
4. I certify that the information in this application is correct.
5. All money granted must be used for items listed in application only. If the information in the application changes in any way, I will inform Kettering Town Council.
6. I understand that the information given in this form (except for bank statements) may be made available to members of the public and/or other organisations.
7. If successful, I will submit photographic evidence to KTC to enable them to use for publicity regarding the project.
8. I agree to participate in monitoring, auditing, and reporting feedback related to KTC grant funding when accepting the grant.
9. If successful, I agree to abide by the terms and conditions of the grants awarded above.

	Signatory One	Signatory Two
Signed	<i>LChapman</i>	<i>PJackson</i>
Name in Block Capitals	LYNN CHAPMAN	PAUL JACKSON

(continued)

The Town Council's preference is to make payment of awards by bank transfer.s. Please provide your bank details.

Bank account details to be completed in block capitals please.

Name of account . KCULTD
(Bank is HSBC, Kettering)

Branch sort code	4	0	-	2	6	-	0	7
------------------	---	---	---	---	---	---	---	---

Branch/Building Society account number	7	1	6	2	8	4	3	7
--	---	---	---	---	---	---	---	---

Kettering Town Council reference number (OFFICE USE ONLY)					
Organisation name and address					
Telephone contact details					

Email address for emailing the remittance advice:

renee.roux@kcultd.org.uk

Signature <i>R ROUX</i>
Name in block capitals RENEE ROUX
Position held Office Manager