



TODMORDEN TOWN COUNCIL

SMALL GRANTS APPLICATION FORM – MAXIMUM GRANT £3,000

CONTACT DETAILS

Applicants should familiarise themselves with the Discretionary Grants Policy and award criteria before submitting their Grant application.

Date of Application:	24 August 2023	Ref Number: <i>(official use only)</i>	
Name of Organisation:	Age Concern Todmorden		
Address:			
	Postcode:		

Name of person making the application.		Position:	
Telephone Number:		Email Address:	
Website:	https://www.ageconcerntodmorden.org	Town Clerk confirmed Bank details and supporting documents <i>(official use only)</i>	

ORGANISATION DETAILS

What type of organisation are you?		
<input checked="" type="checkbox"/> Charitable Organisation	<input type="checkbox"/> Unregistered Community Group/Club/Society (delete as appropriate*)	
<input type="checkbox"/> Registered Charity	<input type="checkbox"/> Charity Number	<input type="checkbox"/> Other (please state)
Do you have a constitution or a set of rules? (if yes, please enclose a copy of your constitution)	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Are you part of a larger, national or regional organisation? If yes, please give details	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
How many trustees, volunteers and service users are there in your organisation?	250	
Tell us about your organisation, its aims and the work you wish to undertake and your main activities and how you encourage engagement from all sections of the Todmorden Community		
<p>ACT is a small local charity supporting older people in Todmorden, Walsden, Cornholme, Portsmouth and surrounding areas.</p>		

Will your project have any implications in respect of climate emergency and if so, how do you intend to minimise such impact?

No

FINANCIAL INFORMATION – (Please complete/provide)

Level of Reserves Held at application date	Audited Accounts/Annual Income Expenditure Statement	Bank Statement(s) Balance at application date	Total value of Assets Held
£16,300	Included	£28,401.81	£44,485

DETAILS OF FUNDING REQUESTED

What is the purpose of your request for a grant?

- | | |
|--|---|
| <input type="checkbox"/> Town Hall Hire | <input checked="" type="checkbox"/> Community Cohesion |
| <input type="checkbox"/> Project Delivery | <input type="checkbox"/> Cultural Arts & Music |
| <input checked="" type="checkbox"/> Core Funding | <input type="checkbox"/> Town Centre Event |
| <input type="checkbox"/> Civic Pride | <input type="checkbox"/> Food Growing |
| <input type="checkbox"/> Town Centre Improvement | <input type="checkbox"/> Skills Development |
| <input type="checkbox"/> Safety/Promotion | <input type="checkbox"/> Voluntary Sector Youth Engagement |
| <input type="checkbox"/> Environmental Projects | <input checked="" type="checkbox"/> Social Exclusion/Economic Difficulties |
| <input type="checkbox"/> Climate Change | <input checked="" type="checkbox"/> Accessibility and Inclusivity – especially Dementia friendly |
| | <input type="checkbox"/> Other (Please Specify) |

What is your project called?	Age Concern – Rent Contribution 2023-2024	
When will your project start and finish?	Start Date: 1 October 2023	Finish Date: 31 September 2024

How will your project benefit the local community within the Todmorden town boundary? (Use a separate Sheet if necessary).

Age Concern provides face to face and telephone support to older people in the area ranging from help with benefit claim forms, advice and classes to keep active and signposting to other services in complex cases. It provides a vital function for the Town.

Age Concern has recently had to bear significant costs (over £3,500) to relocate to a new office. This has included making the premises good, laying a carpet as there was no covering before, new signage and flexible screens to aid confidentiality. The Calderdale Foundation has provided a grant of £1,000 which has been put towards some of these costs. Age Concern currently has a small reserve, the majority of which consists of funding for staff costs until 31 March 2024. Although work is starting to seek a grant for subsequent staffing costs, it is by no means certain that funding will be available from the Abraham Ormerod Fund as previously. This is another reason Age Concern trustees are especially concerned about funding at the moment.

The previous office was no longer fit for purpose as it was not accessible, there was no central heating, there was damp and mould present, especially in the bathroom and kitchen. This was a result of the back of the premises being under street level. The toilet facilities were very substandard, and a dehumidifier had to be used to reduce the level of mould. For a long period of time the water supply was undrinkable and staff had to use bottled water. They also preferred to use toilet facilities away from the office. Also, access to the previous office was up a couple of steps and so unsuitable for clients with mobility issues. The office could not accommodate wheelchairs.

All in all, the previous office was increasingly unsuitable for staff and clients.

Given the cost of the recent move and to alleviate the pressure this has put upon finances, Age Concern is asking the Town Council for a grant of £2,700 to pay for 6 months rent of our new office.

**Why is this project needed? What advantage will it bring to Todmorden?
How many people within the Todmorden town boundary will benefit from the project?**

This project will benefit people in Todmorden aged 65 and over across the whole of Todmorden. The 2021 Census highlighted that the population of Todmorden grew between 2011-2021 by over a 1,000 people (around 8%) and the proportion of older people is increasing. There will be likely, therefore, for increased demand for the services of Age Concern.

Please include dates and venue of events if applicable – please include a draft programme if available.

PROJECT COSTS AND FINANCES

Total Cost of Project:	£33,138.00	Amount Requested:	£2,700.00
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Have you previously applied for grant funding from Todmorden Town Council?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
If yes, when did you apply and what amounts were awarded?	April 2022 – £840	

Have you or this group previously applied for or received any other grant for this project?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Applied to:		
Date(s) applied for:		
Received from:		
Date(s) received:		

Amount (s) received:	
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Budget: This budget should be for the **total cost** of the activity you are applying to do. Please be as accurate as you can, as you may be asked to explain any amount which is unclear. Attach a separate budget sheet if you have done this work already. Please also provide estimates/quotations of the proposed items of expenditure you may use.

Expenditure items	Cost (£)
Total Annual Expenditure (excluding rent)	£32,300.00
Total Annual Rent @ £450 month	£5,400.00
A: Total Expenditure	£37,700.00

Other Income Sources (state from whom and whether confirmed)	Income (£)
Grant from Calderdale Foundation	£1,000.00
Grant from Abraham Ormerod Fund for staffing costs	£10,000.00
Grant from TES	£10,000.00
Income from Donations, fundraising, clubs, classes etc (estimate based on last financial year)	£14,000.00
B: Total Income	£35,000.00

C: Sum requested from Todmorden Town Council	£2,700
D: Applicant contribution % = (B/A)% - (official use only)	93%
E: Todmorden Town Council Contribution % = (C/A)% (official use only)	7%
D: Total income (must be sum of B & C above) and equal to figure A	£37,700
TTC use – does applicant contribution % meet criteria – see end of application form (official use only)	Yes

How much do you receive from your main funder ?	Per year £10,000
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What other grants have you received in the last 3 years (amount and from who?)

Todmorden Town Council - £840 – April 2022
 Todmorden Emergency Fund - £10,000 – April 2023
 Calderdale Foundation - £1,000 – July 2023

Please attach any other information you think is appropriate for this project, e.g. insurance cover, health and safety issues, planning permission received, quotations from suppliers and any other relevant information to support your application.