



## TODMORDEN TOWN COUNCIL

### GRANT APPLICATION FORM – MAXIMUM GRANT £3,000

Applicants should familiarise themselves with the Discretionary Grants Policy and award criteria before submitting their Grant application. Please complete all the highlighted boxes on this application form. We also provide a guidance document to help you with the completion of this form.

#### 1. Contact Details

<b>Name of Organisation</b>	Age Concern Todmorden
<b>Address of Organisation</b>	19 Burnley Road , Todmorden
<b>Name of person making application</b>	
<b>Position in Organisation</b>	
<b>Phone Number</b>	
<b>Email address</b>	
<b>website</b>	<a href="https://www.ageconcerntodmorden.org">https://www.ageconcerntodmorden.org</a>

#### 2. Organisation Details

<b>2a. What type of Organisation are you? (Delete as appropriate)</b>	
Registered Charity 1145993	
<b>2b. Do you have a constitution or a set of rules? (if yes, please enclose a copy of your constitution)</b>	Yes
<b>2c. Are you part of a larger, national or regional organisation? (If yes, please give details)</b>	No
<b>2d. How many trustees, volunteers and service users are there in your organisation?</b>	250

**2e. 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.**

ACT is a small local independent charity supporting older people in Todmorden, Walsden , Cornholme, Portsmouth and surrounding areas.

**2f. Will your project have any implications in respect of climate emergency and if so, how do you intend to minimise such impact?**

No

**2g. How will you acknowledge the assistance of Todmorden Town Council on all promotional material (Please see Section 7 below)**

We include a list of main financial supporters on our web site and in Newsletters and other publicity material. The Town Council would be included in this.

### 3. Project Information

**3a. Which Grant are you applying for?**

Small Grant		
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**3b. What is the Purpose of grant request (delete as appropriate)**

		Core Funding	
		Social Exclusion	Accessibility and inclusivity
Community Benefit	Community Cohesion	Safety/promotion	
	Economic difficulties	Health & Wellbeing	
Other (please state)			

**3c. Project Name**

**Age Concern – Rent Contribution**

**3d. When will your project start?**

1<sup>st</sup> May 2025

<b>3e. When will your project finish?</b>	31 <sup>st</sup> December 2025
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**3f. How will your project benefit the local community within the Todmorden town boundary?**

Age Concern Todmorden (ACT) is a local organization providing a face-to-face drop-in service five mornings per week and personal telephone support to older people in the area. Historically we had been part of the national charity Age UK and received £15000 pa core funding from them until 2017 when we were “invited” to go independent or close due to us being the smallest local service in their organization. Over the last 6 years the Abraham Ormerod Fund has provided core funding of £15,000pa to enable us to continue, but have indicated that due to the rising demand for their resources they cannot guarantee ongoing funding into 2025 and have asked us to seek funding elsewhere . ACT has had significant costs (over £3,500) in the previous financial year to relocate to a new level access office, this has ensured a more accessible environment for people. The new office has been well received by clients as it allows direct level access from the pedestrian crossing for those with mobility challenges. The face-to-face element helps people to relax, having a chat in a safe welcoming environment can lead to a wide range of support that can make a huge difference to their lives.

In a fast-moving digital age, a lot of older people are struggling to keep up and find accessing services increasingly difficult with everything either being online or via automated phone systems. The provision offered ranges from providing information, signposting and support to accessing other services. This may be by supporting people in the shop to make phone calls they are struggling with to things like energy companies or a wide range of queries from loneliness and isolation, scams, housing, referrals to Gateway to Care for an assessment for aids and adaptations to reduce the risk of falls, support to complete Attendance Allowance forms, Blue Badges, bus passes and housing applications, through to people who are at breaking point caring for a family member and not knowing where to turn. ACT also provides classes to keep active and social events bringing people together.

ACT currently has a small reserve, the majority of which consists of funding for staff costs until the end of 2025. During 2024 the Trustees have worked hard to completely overhaul the governance of the charity to ensure it is up to date with current legislation and guidelines. This has included engaging Peninsular HR Services, updating all our policies and obtaining some donated Professional Advice on ensuring our Health and Safety procedures are compliant. We have also been successful in increasing income from donations by raising the profile of our work.

Now that we are confident our Governing and Policy Documents and Procedures will stand up to scrutiny in today’s challenging environment, we will be focusing on a rolling program of applications for grant funding to ensure we are able to continue our work in the town, without being too reliant on one source of funding.

Just prior to Christmas our long serving Service Manager resigned and 2 key Trustees stepped down due to ill health. Despite these challenges we have successfully recruited a new service manager with extensive experience in the not for profit sector including working as a professional fund raiser. We have managed to maintain our service levels with a reduced but committed team and feel we are in a good position to continue supporting the Town as long as we receive a little support in return.

Please see also a copy of our Chair’s Report to the 2024 AGM and our most recent Report for Funders which provide more information on our work.

We seek a grant of £2700 to help cover the office rent for 6 months to support us whilst we source new streams of funding to ensure this important service remains in the Town for future years.  
Why is this project needed? What advantage will it bring to Todmorden?

**3g. Why is this project needed? What advantage will it bring to Todmorden?**

We are well linked in the town via a network of other local organizations supporting older people, working closely with the Social Prescribers at the Health Centre, taking referrals from the Upper Valley Social workers, linked activities with Dementia Friendly Tod and many other organizations supporting people to stay safe and well in Todmorden. This in turn reduces the impact on local statutory services.

The demand for our Information and Signposting Services remains very high with local residents reaching out to us for help quite often feeling desperate. The Cost of Living Crisis is having a huge impact on older people in the town and our staff receive requests for help on a broad range of issues consequential to this from benefit and housing applications to utility bill disputes and not having sufficient credit to make important phone calls.

ACT is the only organization in the upper valley accredited by Metro to complete Older Persons Bus Pass renewal applications online, saving our clients the long journey to Halifax and back to access this service. We have recently completed a campaign to promote the changes to Pension Credits and the Winter Fuel allowance, circulating 1000 leaflets around the town and operating a dedicated weekly drop in afternoon throughout October.

**We have also revised our staff structure to ensure we are less reliant on one person to deliver our key services and put a much more robust support structure in place for our staff and volunteers.**

**3h. 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. It is likely therefore to see an increased demand for the services of ACT. We also support residents who require guidance and help with parents to enable them to continue living independently with appropriate care support. ACT provides a vital function for the Town at a time when many similar services are withdrawing their face-to-face services (including CAB and Gateway to Care).

**3i. Please include dates and venue of events if applicable (include a draft programme if available.)**

**Drop in Service at 19 Burnley Road , every week day from 10am to 12pm with more in depth interviews conducted outside these hours.**

**Coffee Morning and 2 Exercise classes weekly at Central Methodist**

**Lunch Club every Friday at Roomfield House**

#### 4. Financial Information/ Project Costs

<b>4a. Total Project Costs</b>	£42,613.00		
<b>4b. Amount requested from TTC</b> (This figure must be equal to the shortfall between Figure A. Expenditure and Figure B. Income at item 4e below).	£2,700		
<b>4c. Have you previously applied for grant funding from Todmorden Town Council?</b> (If yes please give details of grants received from the Town Council over the last 5 years.)	Yes		
2023 - £2,700 received. Rent contribution. 2022 - £840 received. Sitting Exercise classes. 2021 - £160 received. Christmas party for the elderly. 2019 - £3,000 received. Core funding (staff time, raising profile of service, project funding) 2025 March - £407 Ward Forum Grant received towards a new printer for the office.			
<b>4d. Have you or this group previously applied for or received any other grant for this project?</b> (If yes please give details below)	Yes		
<b>Applied to</b>	Post Code Lottery Fund – Unsuccessful Private Trust Fund Rossendale – unsuccessful One Stop Community Fund – unsuccessful		
<b>Dates of application</b>	September 2024 2 Core funding applications submitted to Regional Trust Funds this week, decision not expected for at least 1 month.		
<b>Received from</b>			
<b>Date received/or due</b>			
<b>Amount received</b>			

**4e. 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.** (Please provide estimates/quotations of the proposed items of expenditure you may use as evidence on separate sheets. If you are unable to claim VAT back please ensure the gross value is put in here. And please do not round figures up)

Expenditure Description	Cost (£)
Total Annual Expenditure excluding rent	£42,455
Total Annual rent @ £450 per month	£5,400
<b>A. Total Expenditure (must be = to 4a: Total Project Costs)</b>	<b>£47,855</b>

Other income	
Income Description	Cost (£)
Sundry grants to be applied for during 2025	£24,405

Income from donations, fundraising, clubs, classes (estimated based on last financial year)	£20,750
<b>B. Total Income</b>	<b>£45,155</b>

<b>C. Total Grant Requested from the Town Council*</b>	<b>£2,700</b>
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\*This figure must be equal to the difference between Figure A and Figure B above. Please also put this figure in box 4e. Amount Requested from TTC)

## 5. Organisation Financial Information

<b>5a. Level of Reserves Held at application date</b>	£16,600
<b>5b. Bank Statement(s) Balance at application date</b>	£9,100
<b>5c. Total value of Assets Held</b>	£25,700