

# Appendix 1 - Area Committee Funding Application

## PART 1 - Overview

Short description of your project (Max 60 words)

We are seeking funds to expand ours Wellbeing Hubs in the centre of Ipswich opening a new venue in The Great White Horse Hotel. The project supports individuals in our community setting that are experiencing social isolation, experiencing poor mental health, coupled with low incomes and unemployment. We developed this project in direct response to the Covid-19 Pandemic and the significant detrimental impact it has had on the communities where we operate. The Wellbeing Hubs started in Sailmakers but due to reaching room capacity we have found an additional venue on the main high street. Hubs offer free activity sessions incorporating music, employment skills and creative sessions.

Amount of funding requested

£4320

## PART 2 - About your group

Name of Organisation/Group:

Emmaus Suffolk

Address:

216 Dales Road, Ipswich IP1 4JY

Name of person completing application:

Claire Staddon

Contact Address (if same as above leave blank):

Telephone Number:

E-mail Address:

Type of organisation:

| Constituted Group        | Charity                             | Community Interest Company | Not for Profit           | Private company          |
|--------------------------|-------------------------------------|----------------------------|--------------------------|--------------------------|
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/>   | <input type="checkbox"/> | <input type="checkbox"/> |

Charity Number:

(if applicable)

1128051

Company Number:

(if applicable)

06686196

Date organisation established:

2009 but delivering services from 2016

What does your organisation do? Please outline the vision, values and main activities:

(Max 500 words)

Emmaus Suffolk is a charity which works with vulnerable, socially isolated people and those at risk of homelessness across the county. Our ambition is to introduce to Suffolk new ways of tackling entrenched homelessness, isolation and unemployment. We do this by enabling and empowering people to help themselves through meaningful activity in our Wellbeing hubs and social enterprises that will benefit both themselves and others.

The objectives of Emmaus Suffolk are to alleviate and provide relief from poverty, hardship and distress arising therefrom, we operate in conformance with the principles of the Emmaus Movement. Emmaus Suffolk is an independent local charity and a member of the international Emmaus federation. Emmaus Suffolk opened its first social enterprise in 2016, we currently have 15 full time equivalent employees and 6 on our board of Trustees.

#### **OUR SERVICES**

We purposely deliver a range of services to create a broad offer for individuals in need including:

- Drop in Wellbeing Hubs in Ipswich and Felixstowe offer beneficial creative activities for the beneficiaries.
- Providing volunteering and employment opportunities in our range of social enterprises.
- Micro Supported Housing offer embedded in the local community, currently we have accommodation for seven individuals.

This variety offers choice and control to individuals with the purpose of developing their skills to enable them to gain employment in the future and a sense of self-worth and dignity through having a self-supporting life.

Through offering volunteering roles within our social enterprises, we provide business opportunities and experience to give people the chance to rebuild their lives in a supportive enduring environment with related tasks through a work framework.

Over 50% of our workforce has been recruited from our service users. We work in partnership with other local service providers working in the sector; we tend to operate at the “prevention” end of the homelessness spectrum, in that we aim to make interventions to prevent people becoming homeless in the first instance.

Emmaus Suffolk receives no statutory or core funding and generates over 50% of its income through its Retail and Community Café social enterprises. For areas of our work that can't generate funds we apply for grants and carry out localised fundraising. Our long-term ambition is to generate 85% of our own income through trading, providing choice and access to good quality furniture and household goods for both low-income families and the wider community, reducing landfill and improving local recycling.

Does the organisation/group have a recognised governing document e.g. constitution, memorandum etc.?

Yes ☒ (please attach) No ☐

Does the organisation/group have a committee with at least three members?

Yes ☒ No ☐

Does the organisation have a bank account in the organisation/group's name?

Yes ☒ No ☐

Has your group/organisation previously received Area Committee funding for the same or similar project in the last 3 years? Yes ☐ No ☒

If yes, please provide the amount and date received:

| Date | Amount (£) |
|------|------------|
|      |            |
|      |            |

Are you registered on **InfoLink**? If not, think about joining the single directory for Community & Voluntary Sector services and groups in Suffolk. It's quick and free to register. Find out more [here](#).

### PART 3 – Why is your project needed?

What is the need for your project? Who will be helped?

Please relate this to the relevant [Area Committee Action Plan](#)

#### Education, skills and Training

- Supporting those experiencing complex and multi-layered social isolation
- Supporting those with mental health and wellbeing related issues
- Creating a sense of belonging with the Emmaus Suffolk approach
- Participants will report a reduction in social isolation
- Participants will have access to a community and build a resilient social network
- Participants at risk of homelessness, serve mental health issues and long term-unemployed will gain new skills and experiences.

Overall, Suffolk is becoming more disadvantaged and experiencing increased levels of social deprivation. Between 2007-2010, 13% more neighbourhoods became more deprived than those which had become less deprived. Between 2010 -2015, 38% more neighbourhoods declined than improved. Of the 75,000 people in Suffolk experiencing income deprivation, 54,000 (72%) live in urban areas and 21,000 (28%) live in rural areas.

Three aspects of deprivation which have been constantly more concentrated in Suffolk since 2007 relate to: children's education, accessibility to services and housing quality. Suffolk is over-represented in England's most deprived 10% for these aspects of deprivation.

Other aspects of deprivation show sharp increases in deprivation include employment, education, housing quality and income in Suffolk. In addition, from our own research and working closely with our target groups we know that mental health coupled with increased social isolation has seen a significant increase as a direct result of the pandemic.

Our Wellbeing Hubs operate in two key areas of Ipswich in our Sailmakers Workshop in the town centre and at the Royal Oak on Felixstowe Road. In Ipswich our main Wellbeing Hub known as the Workshop has developed from a small offer in our first site in the west to a central offer in the town. Many, who have been most heavily impacted by the pandemic according to local research.

What evidence do you have of this need?

*Please include results of any consultation*

We have made considerable impact over the last year, we are working with more individuals than previously. Overall, we have accommodated 6 people, we have provided 398 volunteering and work opportunities. In addition, **85% of individuals we support have reported improvement in their mental health and wellbeing.**

#### *Gary's Story:*

*Gary who joined Emmaus Suffolk as a volunteer in June 2016, after being referred from a local organisation who work with vulnerable marginalised adults. Gary was living in a tent after coming*

*to Ipswich from another county. Gary states that he had significant mental health issues and had lost interest in life, lost hope and was deeply depressed.*

*Since coming to Emmaus Suffolk, he has developed new skills and put into practice current skills that he had been unable to use, up to this point in his life. He feels the stability and choice has allowed him to grow as a person and allowed him to personally evolve. Gary moved into supported housing and has since secured an independent flat. Gary has also been employed as a casual worker at Emmaus Suffolk, and has signed off all benefits. Gary is also accessing local services in regard to exploring his identity.*

#### **PART 4 – How will your project work?**

Please describe your project and how it meets the need (max 500 words)

In the last year we have worked with 500 individuals across all of the above service areas and we continue to see constant growth. We have seen a significant increase in service users we support really struggling with their mental health following multiple lockdowns. As we emerge from Covid-19 our services are already seeing an increase in demand by 50% compared to pre pandemic levels.

During the Covid-19 pandemic we suffered heavily like many charitable organisations. We responded exceptionally well, we pivoted our services dramatically and both maintained support for our service users whilst helping over 20 partner organisations service users. As a result our service offer has grown and developed during the pandemic along with our reputation and reach. This is a remarkable achievement and we're working hard to maintain this momentum, whilst meeting the challenging needs of our service users.

As an Emmaus Community our ambition is to become a self sustaining organisation through our trading activities. Prior to the pandemic we reached 52% of our income from trading, we are on the pathway to recovery in terms of our trading income. However, due to the extraordinary increase to the cost of living generally, we cannot predict how quickly our trading levels will recover.

As we have emerged from the pandemic we have identified that there is a real need to support our community in both Ipswich to recover from the pandemic and it's impact on exasperating social isolation, depression and poverty for the people we care about. It is in respect of this significant need we working to meet that we are requesting grant support for our Wellbeing Hub project.

The Community Well Being Hub Project offers daily sessions every week for individuals experiencing social isolation, who need a caring and welcoming community to spend time with. The Community Hubs offer a range of free opportunities including Music, Art, Singing, Arts and Craft, cookery, alongside drop in coffee and chat. Feedback has been extremely positive since re-opening and expanding this service from the beginning of 2022.

- 80% of service users asked feel less anxious about fears affecting them.
- 94 % of service users asked would recommend the Hub to others
- 86% of service users asked feel part of our Community
- 79% of service users asked feel it helps them to understand their feelings better.

*"I find it easier to talk to strangers than previously. I have less anxiety generally."*

*"Emmaus Suffolk has helped with my confidence and interacting with other people, which I struggle with"*

We are fortunate to have secured Reaching Communities Funding which has made significant contribution of £20,000 to deliver this project. The Reaching Communities funding supports our first two years of costs of delivering our Wellbeing hubs. However we run these services from our sites in Sailmakers and we are turning people away due to being at maximum capacity. We are currently in talks to gain a permanent larger town centre site enabling us to offer a wider range of activities.

What risks have you identified for your project and how will you manage them?

We have a robust health and safety risk assessment at our events and our Hub Co-coordinators are trained to manage challenging behaviour. The site is fully disability accessible and all staff are trained in First Aid.

Does the organisation/group have a safeguarding policy in place?

Yes ☒ (please attach) No ☐

Not applicable ☐

How many beneficiaries will benefit from the project?

The Wellbeing Hubs is an outreach gateway offer encouraging people to volunteer and participate by building trust. Since opening in Jan we have had 10 people start volunteering with us. We do not ask anyone to fill in forms when attending Hubs so we have little data on where they come from. We focus on building relationships from where we can gain more detailed info, identify and address hidden support needs and enable people to flourish.

- In a year of the Wellbeing hubs we expect to work with 250 individuals.
- Deliver 150 sessions of Wellbeing Hub activities.
- Deliver over 500 hours of arts and therapeutic support for the individuals we support.
- 50 individuals will receive 1:1 support to accelerate the improvement of their wellbeing and provide vital support for the most critically in need individuals.

How will potential beneficiaries be made aware of the project?

We promote our Hubs through our social media channels, through A5 leaflets and most significantly through word of mouth by our users. We share information with our partners through emails and newsletters and directly working with them.

How will your project affect people from different backgrounds? Have you considered how to make your project fair for everyone in relation to the Equality Act of 2010?

We are an open and inclusive organisation. We promote our services across a range of partner organisations offering free access to everyone.

Please describe how you will minimise the environmental impact of your project

We use donated goods where possible and we make all our purchases with local businesses.

## PART 5 – Costs & Funding

Please provide a breakdown of project costs and enclose quotations from suppliers where applicable:

| Description of expenditure   | Cost (£)   |
|--|--|
| Craft Materials – fabric, pens, paper, paints, furniture upcycling paints (recycled paint) etc | £3000<br><br>We buy recycled paint from a CIC in Cambridgeshire, which is water soluble and low odour. |
| Utilities (5%)   | £800   |
| Refreshments – Tea, coffee, biscuits.  | £520 (£10 a session)   |
| Staffing   | £17,500  |
| Rent   | £10,000  |
|  |  |
| Total project costs  | £31820   |
| Total amount requested from Area Committee   | £4320  |

Please attach any quotations obtained for large purchases

How will any remaining costs be met?

Reaching communities fund has paid for the staff costs and we will use reserves for the rent.

Please show in the table below how much funding you have already secured or are currently applying for towards the project:

| Name of Funder       | Amount of funding requested | Granted (yes/no) | Waiting for outcome (yes/no) |
|----------------------|-----------------------------|------------------|------------------------------|
| Reaching Communities | 20000                       | Yes              |                              |

How will the project be sustained after the funding has been spent?

Emmaus Suffolk has a range of social enterprises and over the next 5 years we are working on a full recovery plan that will see us earning 80% of our income from trading.

## **PART 6 – Supporting Information**

Please attach your supporting documents as appropriate to your application

### **All Grants**

- ☒ Recognised governing document e.g. constitution, memorandum, Charity or Community Interest Company registration etc.\*
- ☒ Proof of bank account in the name of the organisation (e.g. bank statement or letter) \*
- ☐ Results of consultation (if applicable)
- ☒ Safeguarding policy (if applicable)
- ☐ Quotations for project costs (if applicable)

### **Medium & Large Grants (£1,000 over)**

- ☒ Yearend accounts \*

If no yearend accounts are available (for instance if you are a new group), please provide a copy of your accounts to date and a scan of your latest bank statement

### **Large Grants (£5,000 and over)**

- ☐ Business plan or similar document setting out your plan to sustain your organisation & project.\*

\* required, as appropriate to grant size.

## **PART 7 – Monitoring your success**

The Area Committee will require progress reports during the life of the project, what methods will the organisation use to measure success of the project?

We use a robust cloud based CRM system called Charitylog to record attendance and outcomes of all our activities. Our Hub Co-ordinators record information at the end of each session and photos are taken though out and shared as long as we have written consent from participants.



## PART 8 – Terms & Conditions

Any misleading, incorrect statement, or fraudulent action or statement at any stage of the application process, whether deliberate or accidental, may render the application invalid and require the repayment of Area Committee Funding in full if paid or the withdrawal of the Area Committee Funding offer.

Applications found to be fraudulent will be reported to the police.

The Area Committee Funding will be used for the purpose set out in the approved report or as amended with the agreement of the Area Committee and the applicant organisation.

Any Area Committee Funding awarded will not be increased in the event of an over spend.

Applicants should note that the award must be acknowledged as Ipswich Borough Council Area Committee Fund and must comply with any reasonable requests relating to publicity.

Any organisation awarded Area Committee Funding shall be subject to monitoring, which could involve site visits and the collection of statistics.

The applicant will forward to the Communities Team, performance information within 6 months or on completion of the project. Failure to submit this information may render the applicant ineligible for further Area Committee Funding and may be asked to repay the funding in part or full.

We confirm that all staff / volunteers working with children, young people or vulnerable adults have had the relevant DBS checks completed (applicable where appropriate).

Area Committee monitoring and evaluation helps us to ensure that funding is spent in accordance with Area Committee guidelines. You will be sent a link to an online form following the completion of your project, or bi-annually until your project is complete.

**Please note that your declaration confirms that you have read and accepted the terms and conditions for Ipswich Council Area Committee Funding.**

We require the signatures of two people authorised to sign on behalf of your group (that are not directly related to each other).

### Signatures

We, the undersigned, on behalf of the applicant organisation/group understand and agree that:

- We are authorised to complete this application on behalf of our organisation/group.
- We have the power to accept the Area Committee funding awarded to our organisation/group subject to the terms and conditions listed and the power to repay the Area Committee Funding in the event of any funding condition not being met.
- This funding application falls within the objectives of our group or organisation.
- All staff / volunteers working in a position of trust with children, young people or vulnerable adults have had the relevant DBS checks completed.

|  |  |
|--|--|
| Signed by authorised signatory (1):  | Signed by authorised signatory (2):  |
| Date: 13/06/2022   | Date: 13/06/2022   |
| Name: <span style="background-color: black; color: black;">[REDACTED]</span> | Name: <span style="background-color: black; color: black;">[REDACTED]</span> |
| Position:  | Position:  |

Please return your completed form to the Community Engagement team at Ipswich Borough Council:

e: [communities@ipswich.gov.uk](mailto:communities@ipswich.gov.uk)

**James Turnbull,**

t: 01473 432227 e: [james.turnbull@ipswich.gov.uk](mailto:james.turnbull@ipswich.gov.uk)

**Sloane Potter,**

t: 01473 432225 e: [Sloane.potter@ipswich.gov.uk](mailto:Sloane.potter@ipswich.gov.uk)

**Laura Cooledge,**

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