

## **Waterbeach Parish Council Grant application form**

*Please read the guidelines before completing this form. Please use black ink and block capitals. You may continue on a blank sheet if necessary, but please put the name of your organisation on any additional sheets.*

### **A. Your organisation**

**Name of organisation:** The WAY Project

Address: 1 Stables Yard

Waterbeach

Post code: CB25 9FN

*Description of your organisation's activities. Please list your aims and objectives.*

WAY's principal activity is running a youth club for 11 – 19 year olds on three evenings each week, apart from Christmas and school summer holidays.

WAY's objective is to support and educate young people living in the civil parishes of Waterbeach and Landbeach. This is achieved by employing Youth Workers who aim to develop the physical, mental and spiritual capacities of our Youth Club members so that they may grow to full maturity as individuals and members of society, and that their conditions of life may be improved.

### **B. Contact details**

Name of contact: Shelagh Robertson

Position: Chair of Trustees

Address: As above.

### **C. Your application**

a) *Brief description of project or scheme for which grant is intended:*

To cover core costs – staff salaries, hall rental and other fixed costs such as insurance and licences.

b) *Who will benefit from the proposed project or scheme and how many of these are Cam residents:*

Young people aged 11-19 living in Waterbeach, Landbeach and surrounding villages. All are SCDC residents.

c) *Total cost of project or scheme:*

£25,376 for financial year July 2014 – June 2015.

d) *How much are you applying for:* £ 5,000

#### **Itemised costs:**

Staff salaries for current financial year: £24,528<sup>1</sup>

Examples of fixed costs:

Rental £1,110

Insurance £500

TV licence £196

**Total £1,806**

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<sup>1</sup> For financial year July 2015 – June 2016; includes home working allowance of £180 and training/supervision of £220.

Have you made any grant application to any other body for grant aid for this project?  
**Yes**/No. If yes, please give details:

Since July 2015 we have applied for the following:

Name of organisation applied to	Amount applied for	Date of Application	Amount Received
Local Youth Social Action Fund	£2,851	15 <sup>th</sup> October	£2,201
High Sheriff Award	£650	15 <sup>th</sup> October	£650
Forrester's Fund for Children	£420	22 <sup>nd</sup> May <sup>2</sup>	£250
October Fund	£2,178	14 <sup>th</sup> October	not yet received
St John's Cup Trust	£ 850	13 <sup>th</sup> October	not yet received

**Please note:**

Of the grants listed above, the following are restricted for specific activities:

Name of organisation	Activity restricted to
Local Youth Social Action Fund	Aspirational Lives Training
High Sheriff Award	Aspirational Lives Training
Forrester's Fund for Children	Level one Youth Work training for staff & volunteers
October Fund	2 <sup>nd</sup> tranche of bursary for workplace learning to enable one of our staff to gain a youth work qualification

**D. Previous applications**

Since The WAY Project's inception in 2002, Waterbeach Parish Council has been a stalwart supporter and has given WAY a grant every year. Dates for application vary (depending on when we apply), as do amounts. The most recent grant of £3,000 was agreed in December 2014.

**E. Additional information**

*Are there any other comment you wish to make to support this application?  
 Please give this information below, or attach a separate sheet.*

We have asked you to increase our grant for several reasons:

- our new Lead Worker, who joined us in September, is fully qualified and highly experienced; this, of course, means that he commands a higher salary. The shortfall between our budgeted amount and the salary we now pay for this post is £2,145 pa; we could not have foreseen this when compiling the budget for 2015/16
- as you will see from the list of grants received, we were pleased to obtain a bursary to enable a member of staff to continue his training; in order to achieve his qualification, we have had to increase his hours from 2.5 per week to 16. Whilst the bursary received pays most of the costs and continues until May 2016, we have a shortfall of £1,100 in this financial year. The staff member concerned is hopeful that he will be able to continue his training and learning which will mean continuing the higher number of hours and, therefore, costs
- we have not reviewed staff salaries since September 2012 when we reduced the total salary bill by a considerable amount. Trustees are committed to considering a small uplift by March 2016 in order to ensure that we are in line with current youth work remuneration.

<sup>2</sup> Received in our current financial year.

- whilst we have been very successful this year in obtaining grant funding, funding purely for unrestricted core costs is still elusive, therefore we continue to be reliant on local unrestricted funding.

#### **F. Your financial situation**

*All applications must be accompanied by the following financial information: If you do not supply this information your application will not be considered unless previously agreed in writing by the Council.*

- *a copy of your latest approved statement of income and expenditure or other financial report which indicates your financial position, **see attached Annual Report for July 2014 - June 2015. See p 9 of our Annual report for grants received 2014-15***
- *a statement of your capital assets if any.*

Signed:

S N Robertson

Date: 25 November 2015

*Please return to Liz Jones, Parish Clerk, Waterbeach Parish Council, The Old Pavilion, Cambridge Road, Waterbeach, Cambridge, CB25 9JN. If you have any queries, please contact the Parish Clerk on 01223 441338 or email [council@waterbeach.org.uk](mailto:council@waterbeach.org.uk)*