



COMMUNITY GRANTS FUND APPLICATION

Please answer all questions which are relevant to your organisation – failure to do so may result in a delay in the determination of your application

PROJECT (In no more than 25 words)	Access to English language classes for non-refugee overseas workers based in Shrewsbury, to improve work skills, employability and community integration.	GRANT AMOUNT REQUESTED	£ 2232
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Contact Details

Q1 Name of organisation making application:

Shropshire Supports Refugees

Name of contact for this application

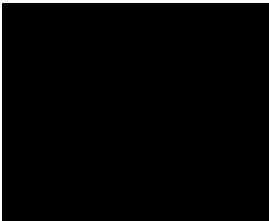
Title: Ms

First Name: Ginny

Surname: Sales

Position held in the organisation: [REDACTED]

Contact Address, including full postcode:



Contact Telephone Number: [REDACTED]

Email address: [REDACTED]

About your organisation

Q2 What type of organisation are you?

Tick (✓) relevant category:

Registered Charity: (✓) Charity Registration Number 1196673
Voluntary Organisation: ()
Company Limited by Guarantee: () Company Number
Other – Please specify:

Q3 When was your organisation established?

Registered charity from 19/11/2021

Q4 Briefly describe your organisation.

Describe your organisation, including how many members/users you have, whether there is a subscription fee and the usual activities/services you provide. If you are a new organisation, describe the services/activities you plan to provide.

Shropshire Supports Refugees offers practical, educational, social and emotional support to refugees, asylum-seekers and other displaced people in Shrewsbury and across Shropshire. We support our service-users in settling into the town, integrating in community life, and moving into employment. We are actively working with the Town Council towards gaining Town of Sanctuary status for Shrewsbury.

An important strand of our work is the ESOL (English for Speakers of Other Languages) programme. We have a full programme of classes taught by qualified and experienced teachers running at our Community Hub in Shrewsbury Town Centre, supported by an online programme for learners who cannot access daytime classes. Approximately 400 learners have enrolled in our main ESOL programme across the county over the past two years, and around 65 people attend face to face lessons each week at the Shrewsbury Hub, with similar numbers joining our evening online classes. Classes focus on communicative English that improves learners’ ability to contribute to the economic and social life of their town, as well as to become more fully integrated in their local community.

Q5 If you are a subsidiary of a larger organisation, please state which one.

.....n/a.....

Q6 Does your organisation have an agreed Constitution or Memorandum of Association?

Please state which and attach a copy:Yes – Constitution - attached.....

Q7 What is your primary source of funding?

Shropshire Council is our main source of funding; alongside The National Lottery. We are also funded by a number of other, smaller grants and by donations from the public. Shropshire Council funding is specifically for the support of certain groups of refugees, in particular those from Ukraine.

Details of the project or activity you are planning

Q8 Describe the projects/activity you plan to use this grant for.

i. Try to be specific about what you will do and how you will do it.

The large majority of people applying to join our English classes are refugees and other displaced people. However, we also have requests to enrol from other Shrewsbury residents, who are not refugees. These are generally workers from overseas, filling posts in shortage sectors such as health and social care. As our funding is tied specifically to the refugee resettlement programme, we are not currently able to cater for these applicants.

The grant will allow us to offer free places within our existing programme to a small number of people working in Shrewsbury who wish to improve their language skills.

ii. Please state how you have identified this need and how the project will benefit the people of Shrewsbury, together with the estimated time span. If you are seeking continuation funding for this project, please provide evidence for this continued need.

In the year to 30-6-2024 we received 14 applications from non-refugees to join our ESOL programme. Enabling such learners to improve their English will support them to fulfil their work roles more effectively and to integrate more fully in the Shrewsbury community.

Applicants generally work in minimum-wage jobs, and cannot afford to pay for lessons. They can be vulnerable to exploitation in the workplace.

Our ESOL programme works in parallel with classes run at the Gateway Adult Education Centre and at present we signpost such learners there. However, capacity at the Gateway is limited and learners are often unable to join if they arrive mid-year. Those of our learners who also attend the Gateway receive only 1½ hours' teaching there per week, and benefit greatly from our additional classes.

The grant will allow us to offer 12 places in weekly classes from Sept 2024 – July 2025.

ii. How many people from the Parish of Shrewsbury do you expect to benefit directly from your project or activity?

12

Q9 What criteria will be used to measure the success of the project and how many people from the Parish of Shrewsbury do you expect to benefit from it?

- Learners funded by the grant attend regularly and make good progress in English as measured by internal and external assessment.
- Learners achieve qualifications in English through Shropshire Supports Refugees, or are supported in accessing towards other training or qualifications.
- Feedback from learners on the quality and usefulness of teaching is positive.
- Feedback from learners on their integration into the local community is positive.

We hope to offer places in our classes to 12 Shrewsbury residents. Improvement in their English language skills will also directly benefit those people with whom they work, in particular service users in the health and social care sectors.

Health & Safety

Q10 What, if any, special safety issues are related to your project/activity?

Learners will join existing classes in our Shrewsbury Town Centre hub under existing health and safety arrangements. They may also join online from their own homes.

Please provide the following information:

- i. What kind of insurance does your organisation have?

Public liability insurance

- ii. Do the leaders have the relevant qualifications and/or experience?

Yes. All classes are taught by qualified and experienced teachers. All staff volunteers have enhanced DBS and regular safeguarding training.

- iii. What policies does your organisation have in place (i.e. Health and Safety, Child Protection/Safeguarding, working with vulnerable adults, Equal Opportunities, CRB Checks etc.)? You may be required to submit copies of your policies.

- Equal Opportunities
- Safeguarding
- Modern slavery
- Health and Safety
- Confidentiality
- Data protection
- Privacy
- Anti-fraud
- Complaints
- Social media

Funding of your project

Q11 Previous Applications

If you have applied for and received funding from Shrewsbury Town Council in the past please provide details of the amount, the year and briefly what the funding was used for.

Year	Project Description	Award £
	n/a	

Q12 Project Funding

Please provide details of the amount of funding you need for your project and give us a breakdown of what the money is for (please enclose any relevant estimates or details).

Tell us the amount of grant requested **£2232**..... and provide a detailed breakdown as to how you have reached this figure

Project Expenditure Please list all items of expenditure for your project	Amount of Project
Places in class for 12 learners for 1.5 hour lesson/ week, 38 weeks (school term-time, Sept-July). Cost/ learner/ lesson = £5.85	£ 2668
Materials (photocopying etc)	£ 100
Admin and coordination – 10 hours @ £20.83/hour	£ 208
Total	£ 2976
Project Income Please list how the project shall be funded	
	£
25% match funding from raising money through our online platform	£744
What is the difference? This should be the same as the amount of Grant you are applying for	£ 2232

Q13 Covering a Shortfall

If the Town Council makes an offer less than the amount requested, how will that impact on the Project and how will you cover the shortfall?

If funding is not available, it will be necessary to turn away potential learners.

Q14 Sustainability

What plans do you have in place to ensure that your organisation becomes more sustainable and less reliant on grant funding, particularly from the Town Council?

Continuing fundraising from public donations

Continuing bids to a wide variety of grant-making bodies, both national and local

Your Accounts

Q15 Please provide the following details from your most recent annual accounts

Total Income	£59,075
Less Total Expenditure	£8,160
Surplus / Loss	£50,915
Savings (Reserves, Cash, Investments)	£20,000.00

These are the figures from our most recent audited accounts in 2022, I am attaching a projected forecast for this year to provide more accurate figures.

Please provide a copy of your most recent annual audited accounts or, in the case of newly established organisations, the projected income and expenditure for the next twelve months.

You need to include these documents with this application.

Account Details

Q16 Please provide your bank or building society account details

You can only apply for grant if you have a bank/building society account in the name of your organisation. We will only pay grants into an account which requires at least two people to sign each cheque or withdrawal. **These people should not be related.**

Account name: [REDACTED]
Sort Code: [REDACTED]
Account Number: [REDACTED]
Bank/building society name: [REDACTED]
Bank/building society address..... [REDACTED]
[REDACTED]
[REDACTED]
[REDACTED].....

Who are the signatories and what position do they hold in your organisation?

- 1 Name [REDACTED] Position CEO
2 Name [REDACTED] Position Operations Manager

Any Other Information

Q17 Any other information which you consider to be relevant to your application.

Declarations

Q18 Declaration

Please give details of a senior member of your organisation.
For example, this may be your Chairperson, Treasurer or Secretary. They must read the application and sign below. **(This must not be the main contact name in Q1).**

I confirm, on behalf of Shropshire Supports Refugees:

That I am authorised to sign this declaration on its behalf, and that, to the best of my knowledge and belief, all replies are true and accurate.

I confirm that I have read the Terms and Conditions set out in the Notes which accompanied this application and further confirm that this application is made on the basis that if successful, the organisation will be bound to use the grant only for the purpose specified in this application, and will have to comply with those Terms and Conditions and any others which the Council might attach to the Grant.

Post held in organisation:

.....CEO.....

Title: ... [REDACTED] First Name: [REDACTED] Surname:

... [REDACTED]

Organisation address:

[REDACTED] Postcode: [REDACTED]

Telephone: [REDACTED]

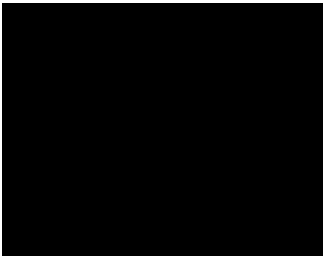
Signed:  Date:


...01/07/24.....

Q19 Signature of Person Completing the Application

This must be the signature of the person named in Q1 as the main contact and **not be the same person who has signed in Q18**

I confirm that, to the best of my knowledge and belief, all the information in this application from is true and correct. I understand that you may ask for additional information at any stage of the application process.




Signed: Date: 30-6-24

Checklist

- 1. Have you answered every question?
 - 2. Have all signatures been completed?
 - 3. Have you included a copy of your constitution?
 - 4. Have you included a copy of your most recent audited accounts?
 - 5. Please state any supporting documents you are submitting:
- Financial projection
Public Liability insurance

Please return your completed application form to:

**Town Clerk
Shrewsbury Town Council
Livesey House
7 St John's Hill
Shrewsbury
SY1 1JD**

Telephone: 01743 281010

Email: Helen.ball@shrewsburytowncouncil.gov.uk