



# Ward Flexibility Funding Application Form

Thank you for your interest in Stockport Council's Ward Flexibility Fund. To give your group the best chance of success please read the guidance notes and the questions on the application form carefully.

Please ensure that all boxes on this form are completed. You must also include all additional information that is requested.

## 1. About Your Organisation

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### 1. Name of Organisation/ Group

Kids Community Closet Stockport

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### 2. Organisation/Individual Address

[Redacted]

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### 3. Main Contact Details (for correspondence)

Title: [Redacted]

Name: Sarah Pitfield

Role: Project Lead

Address: [Redacted]

Postcode: [Redacted]

Home Phone Number: [Redacted]

Mobile Phone Number: [Redacted]

Email Address: [kidscommunityclosetstockport@gmail.com](mailto:kidscommunityclosetstockport@gmail.com)  
[sarahpitfieldchads@gmail.com](mailto:sarahpitfieldchads@gmail.com)

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#### 4. Please provide your bank account details

As the project is new, I do not yet have a bank account for the project. I have drafted a constitution and appointing a Treasurer and Secretary and then applying to open an account. So, account details to follow if the application is successful.

Account Name:

Account Number:

Sort Code:

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#### 5. What is the status of your Organisation/ Group?

*Please Tick*

- |                                |                                     |                                  |                          |
|--------------------------------|-------------------------------------|----------------------------------|--------------------------|
| A New Group                    | <input checked="" type="checkbox"/> | Voluntary Organisation           | <input type="checkbox"/> |
| A Registered Charity No.       | <input type="checkbox"/>            | Company Limited by Guarantee No. | <input type="checkbox"/> |
| Applying for Charitable Status | <input type="checkbox"/>            | Unregistered Association         | <input type="checkbox"/> |
| Friendly Society               | <input type="checkbox"/>            | Other (Please specify)           | <input type="checkbox"/> |
| Housing Association            | <input type="checkbox"/>            |                                  |                          |

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#### 6. Please describe the main activities of your Organisation/ Group

- To support families in need of children's clothing and promote self help via an easy/non means tested request made through the following channels:

Social <https://www.facebook.com/stockportcommunitycloset/>

Email [kidscommunityclosetstockport@gmail.com](mailto:kidscommunityclosetstockport@gmail.com)

Telephone 07881 800153

- To generate donations of good quality children's clothing from Stockport residents. This is done largely via a strong presence and following on Facebook
- To check, sort and distribute donations
- To support clothing recycling and sustainability
- To actively promote the clothing bank service to local organisations, businesses, charities, community groups and professionals/practitioners
- To promote voluntary participation and community involvement
- To operate exclusively within the Borough of Stockport

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#### 7. When was your Organisation/Group established?

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Mid September 2020 and officially launched 1 October. Referrals were received as soon as the project was announced.

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**8. Does your organisation have the following policies and procedures in place?**

*If you are awarded a grant you will be required to send copies of all relevant documents as part of the grant agreement.*

- |  |                                     |
|--|-------------------------------------|
| A governance/management committee              | <input type="checkbox"/>            |
| A Constitution/governing document/set of rules | <input checked="" type="checkbox"/> |
| An Equal Opportunities Policy                  | <input type="checkbox"/>            |
| A Child Protection Policy (where necessary)    | <input type="checkbox"/>            |
| A Health and Safety Public liability           | <input type="checkbox"/>            |

## 2. About Your Application

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### **9. Please give us a brief description of your proposed/planned project or activity**

*You may wish to include details of what activities will take place, where will it happen, how often and who will take part. If you are applying for equipment you can tell us what will it be used for and why is it needed.*

Kids Community Closet is a Stockport clothing bank. The aim is to recycle and reuse quality unwanted clothing to families in need who are struggling to access children's clothing.

To achieve this aim, the following activity takes/has taken place:

- Outreach to SMBC Departments (Social Care teams, Inclusion Teams), local NHS teams (Midwives, Health Visitors, Professionals, Practitioners, Schools, charities, Councillors, Covid Support groups and churches to promote KCCS to those in need. Emphasis made that service is not means tested. Replies and interactions with professionals are positive, identify a need, supportive and have generated referrals.
- Social media presence on Facebook now established with over 500 followers, strong support and serves as main source of requests for donations. Stock levels are very full but use Facebook to request specific items/ages where stock is low. Facebook has also generated unsolicited but very welcome offers of volunteers to help collect and sort donations.
- There has been a need to emphasise that KCCS does not accept bedding/underwear/towels and cannot accept school uniform or new born baby clothes as there are already local Stockport projects fulfilling these requests.
- As KCCS operates from my (large!) garage, I ask that donors leave donations by my side gate at a pre arranged time. Donations currently paused until I can get better storage and shelves and until we need more stock.
- Donations are left a week and sorted by me wearing PPE. They are checked for quality, folded and sorted into pre made bundles. Items not suitable to be sent out (stained or bobbled etc) are recycled.
- Request for donations are acknowledged within 24 hours and bundles usually prepared within five working days.

Equipment Needed for the Project:

- Storage Crates – to store clean clothing, avoid risk of any pests or rodents getting access to clothes
- Shelving and Racking - to house storage crates so clothing does not go damp
- Stationery - labelling for crates, delivery tags for drop offs, markers,
- Basic mobile phone – I am currently using my own personal number
- Promotional Material - posters and leaflets for outreach
- Bags - packing and delivering bundles of clothes

- Washing Machine – some donations are not received clean in a state I would like to send out to families.

I am managing without the above at present, but the project is not sustainable without the above equipment.

I will continue to cover costs such as electric vehicle charging, mobile phone running costs and washing power as I understand these are ongoing and you do not support applications for running costs. These total approx. £15 a month and I have funds to cover this for the next 24 months.

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## **10. Who will benefit from this grant?**

All residents in need of clothing for their children aged 6 months to 12 years.

Other residents not in need, but who have clothes to donate will benefit from a service which will redistribute their unwanted children's clothes.

SMBC may benefit from fewer clothes being taken to recycling centres and thrown away via household waste.

Local volunteers who want to give their time to a project which helps fellow resident.

Local Professionals/Practitioners/Services who are in need for their clients but find official referral processed onerous and time consuming.

### **10(a) How Many Stockport residents will benefit?**

As of 8 September, (referrals started to be received and actioned three weeks before the official launch), to date, 32 children have received clothing bundles. Breakdown of source of referrals as follows:

- 6 Stockport Against Abuse
- 4 Pure Insights
- 2 Primary schools
- 1 Glo Church
- 2 HomeStart
- 17 Self referrals

Based on this, I would project an estimated reach over next 12 months of around 450 families. See table attached detailing source and locations/Wards of referrals between 8/09/2020 and 13/10/2020.

### **10(b) Are there any restrictions on who will benefit from the funding?**

No, the service is not means tested, is on a self referral basis – only criteria is that the family must class themselves as “in need” and be a Stockport resident. This is verified against the first four letters/digits of their postcode and at drop off to their address. If it is a professional/practitioner referral from an organisation, we ask the referrer to confirm this.

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## 11. Your Project's Budget

Please provide a breakdown of cost for your project including VAT where applicable and submit any estimates for the purchase of equipment or work to be done.

Item	Cost Per Item	Number of Items	Total Cost
Shelving	£80	4	£320
Crates and Storage boxes	£6	30	£180
Washer/Dryer Machine	£300	1	£300
Flyers/Leaflets Design and Print	£100	3000 A5 leaflets	£100
Mobile Phone Handset	£50	1	£50
			<b>£950</b>

### 11(a) How much will the project/activity cost in total?

£950

### 11(b) Tell us about other any other sources of income you have already applied for or raised so far in relation to this project

N/A

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## 12. How much are you applying for from the Ward Flexibility Budget?

£900

### 12(a) If the amount you are applying for covers only part of the project/activity, then please tell us how do you intend to fund any shortfall?

I will continue to cover small running costs such as electric vehicle charging, mobile phone running costs and washing power as I understand these are ongoing and you do not support applications for running costs. These total approx. £15 a month and I have a budget for this for the next 24 months. This is a personal donation that we as a family make a month as part of our own commitment to supporting the project. If this becomes unsustainable then I shall raise £15 a month via Crowd Funding and shall approach supermarkets to ask for laundry powder donations – the project has already been supported by Tesco Portwood who have donated new underwear.

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## 13. What is the planned timescale for spending this grant?

Start 1 December 2020

Finish 30 June 2021

### 3. Which Wards are you Applying to?

I am applying for majority funding from the Ward in which KCCS is based and a share across all others. It is hard to project exactly what demand there will be across specific wards but hope the table attached shows the Wards from which referrals have been received.

Please tell us for each ward you wish to make an application to:-

- (a) **how many people will benefit in that ward; and**  
 (b) **what proportion of funding from your overall application you are seeking from each ward.**

	Number of beneficiaries	How much funding you are seeking
<b>Bramhall &amp; Cheadle Hulme South Area Committee</b>		
Bramhall North	<input checked="" type="checkbox"/>	£33
Bramhall South & Woodford	<input checked="" type="checkbox"/>	£33
Cheadle Hulme South	<input checked="" type="checkbox"/>	£33
<b>Central Stockport Area Committee</b>		
Brinnington & Central	<input checked="" type="checkbox"/>	£33
Davenport & Cale Green	<input checked="" type="checkbox"/>	£33
Edgeley & Cheadle Heath	<input checked="" type="checkbox"/>	£33
Manor	<input checked="" type="checkbox"/>	£33
<b>Cheadle Area Committee</b>		
Cheadle & Gatley	<input checked="" type="checkbox"/>	£33
Cheadle Hulme North	<input checked="" type="checkbox"/>	£33
Heald Green	<input checked="" type="checkbox"/>	£33
<b>Heatons &amp; Reddish Area Committee</b>		
Heatons North	<input checked="" type="checkbox"/>	£33
Heatons South	<input checked="" type="checkbox"/>	£33
Reddish North	<input checked="" type="checkbox"/>	£33
Reddish South	<input checked="" type="checkbox"/>	£33
<b>Marple Area Committee</b>		
Marple North	<input checked="" type="checkbox"/>	£33
Marple South	<input checked="" type="checkbox"/>	£33
<b>Stepping Hill Area Committee</b>		
Hazel Grove	<input checked="" type="checkbox"/>	£116.66
Offerton	<input checked="" type="checkbox"/>	£116.66
Stepping Hill	<input checked="" type="checkbox"/>	£116.66
<b>Werneth Area Committee</b>		
Bredbury & Woodley	<input checked="" type="checkbox"/>	£33
Bredbury Green & Romiley	<input checked="" type="checkbox"/>	£33
<b>Totals</b>		£950

This total should add up to the figure you provided in Question 12



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## 4. Application Checklist and Declaration

1. I am authorised to make this application on behalf of the above organisation
2. I certify that the information contained in this application is correct
3. If the information changes in any way I will inform Democratic Services accordingly.
4. I give permission for Democratic Services to contact my organisation and/or myself by phone, mail or e-mail with information about its activities and funding opportunities.
5. I/ we agree (if required) to attend an Area Committee meeting to explain how the proposal will improve the environmental, economic or social wellbeing of the area and to answer any questions.
6. Our details can be used for promotional purposes should this request be successful
7. I/We will use this grant for the proposed project/activities stated in our application.
8. I/we will not use the grant for any other purpose prior to contacting Democratic Services in order to seek authorisation.
9. I/we will provide appropriate proof of expenditure to Democratic Services, within 12 months from the Grant being made.
10. I/we will highlight the support of the Area Committee in recent publicity material.
11. I/we agree to providing information to assist in the future monitoring of the effectiveness of the funding including reporting back to the Area Committee on how the grant has been spent and what difference it has made.
12. I/we agree that the content of this completed application form and any supplementary information provided may be published on the Council's website and other publications as part of the application process.

Print your name: Sarah Pitfield

Signature:

or if submitted electronically tick this box to signify your agreement to the above terms

Date: 13/10/2020

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Please see below estimates/quotes for equipment:

**Design and Print**

The screenshot shows the Instantprint website's shopping cart. The cart contains two items:

Product	Quantity	Price
Flyers & Leaflets Design Service Design Service Level 3	1	£35.00
A5 148mm x 210mm Flyers & Leaflets A5 148mm x 210mm, Double Sided, Recycled 350gsm, No Lamination	3000	£69.00
<b>Total</b>		<b>£104.00</b> (Includes VAT)

Below the cart, there is a 'Need to upload artwork?' section with a 'Go To Basket' button. A progress bar at the bottom shows four steps: 1. Choose your design from a range of templates, 2. Customise the template using our design online tool, 3. Choose the price, quantity and finish for your product, 4. Your design is printed and posted to you.

**Shelving**

The screenshot shows the BigDug website's product list for shelving. The navigation bar includes categories like SHELVING, RACKING, MEGA DEALS, STORAGE BOXES & CONTAINERS, WORKSHOP & WORKBENCHES, HANDLING & LIFTING, LOCKERS, CABINETS & CUPBOARDS, MATS & FLOORING, WORKPLACE PRODUCTS & EQUIPMENT, and OFFICE & EDUCATION.

Code	Product Information	1+	Quantity	BUY
MD4A	BIGDUG 3x Bay Shelving Kit, 1790h x 900w x 300d mm, 200kg UDL, Blue, Includes Free Assembly Mallet	£78.00	- 1 +	BUY
MD4B	BIGDUG 3x Bay Shelving Kit, 1790h x 900w x 450d mm, 200kg UDL, Blue, Includes Free Assembly Mallet	£90.00	- 1 +	BUY
MD4BP	BIGDUG 3x Bay Shelving Kit, 1790h x 900w x 450d mm, 200kg UDL, Blue, with 15x 30 Litre Clear Storage Boxes, Includes Free Assembly Mallet	£142.80	- 1 +	Chat with us

**Washer/Dryer Machine**

The screenshot shows a product listing for washer/dryer machines. On the left, there is a brand filter menu with options like HOTPOINT, HOOVER, INDESIT, SAMSUNG, LG, BOSCH, BEKO, AEG, CANDY, LOGIK, GRUNDIG, ZANUSSI, NEFF, and MONTELLIER. The main content area displays two products:

- INDESIT Ecolife IWDC 65125 6 kg Washer Dryer - White**: £299.99 (Save £10.00). Features include Wash load capacity: 6 kg, Drying load capacity: 5 kg, Spin speed: 1200 rpm, Energy rating: B, and Quick wash to get your clothes clean in less time. A discount code of £75 off is available for orders over £750 on 2 or more large kitchen appliances.
- LOGIK L6W5D20 8 kg Washer Dryer - White**: £299.99. Features include Wash capacity: 8 kg / Drying capacity: 5 kg, Spin speed: 1400 rpm, Energy rating: B, and Anti-allergy program - ideal for allergy sufferers.