



Lowestoft Town Council Grant Awarding Policy

Grant Application Form

Please complete this form and send it with:

- Your Equality Policy, or equivalent (and Safeguarding Policy if project relates to young and/or vulnerable people)
- Your constitution or equivalent

to *The Town Clerk, Lowestoft Town Council, First Floor, Hamilton House, Battery Green Road, Lowestoft, Suffolk, NR32 1DE* or e-mail admin@lowestofttowncouncil.gov.uk

About your organisation. Insert 'yes' or 'no' and/or provide additional information where relevant	
Name of organisation	Waveney Domestic Violence and Abuse Forum
Name of account to which payment to be made (explain if not your organisation's name)	
What does your organisation do? (100 words max)	We support survivors of abuse who are coming to terms with the impact of abuse experienced as adults and during childhood. Advice and Guidance, Trauma Therapy, training programmes and courses are delivered within a safe environment. These interventions have been identified as being an integral part of a planned, holistic, recovery journey. We provide support to survivors of abuse to re-engage with themselves and society. As a Forum we meet bi-monthly with members to promote and raise awareness of abuse as well as identifying gaps in provision, trends and needs of individuals. Bringing together different services.
What relevant local area does your organisation cover?	Lowestoft and surrounding areas. In-house courses (for which we are applying for funding) are attended mainly by Lowestoft residents.
Who are the main beneficiaries of your work?	Survivors of Domestic Abuse who are trying to re-build their lives for themselves and their families..
Are you a charity? If yes, describe the type of charity	We are a Registered Charity
If registered, what is the charity number?	Charity Number: 1149288
Not-for-profit? If no, describe the	



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organisation	
Organisation income (last complete financial year)	67697.81
Organisation expenditure (last complete financial year)	67325.56
Contact details	
Name	Waveney Domestic Violence and Abuse Forum
Address	The Kirkley Centre 154 London Road South Lowestoft Suffolk NR33 0AZ
Telephone number/s	01502 572143 [REDACTED]
E-mail	[REDACTED] info@waveneydvforum.org.uk
Position within organisation	Charity Manager
Explain how you are authorised to make this application on behalf of the organisation	As Charity Manager I am responsible for making Grant and Funding Applications.
About your project	
Please provide details of the project and how the project will benefit the people of Lowestoft (250 words max).	We are applying for this grant to support the delivery of in house courses. Initially 2 Courses of the Freedom Programmes and a "Find Yourself" course The courses have been funded but we are looking to purchase equipment to support these and other courses which we have planned to deliver this year and in the following years. With

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	increasing waiting lists and an 80% increase in referrals there are insufficient spaces available to support clients in preparation for Trauma Therapy. The Freedom Programme and			
Total cost of project	£3650.00			
Breakdown of cost	Details	Costs	Rope Trust Grant Applied For	Comments
	Accommodation 14 days room hire	£840.00		Covered through other Grants (PCC & Lottery)
	Administration and Recruitment 40 hours	£520.00		Covered through other Grants (Lottery)
	Tutor 2 Courses x 14 sessions Total	£1400.00	1400.00	Grant Applied for with Rope Trust
	Support Tutor x 14 sessions	£420.00		Covered through other Grants (PCC)
	Clinical Supervision	£200.00	200.00	Grant Applied for with Rope Trust
	Refreshments & Volunteer Costs	£140.00		Covered through other Grants (Lottery)
	Stationery & Resources	£130.00		Covered through other Grants (Lottery)
	TOTAL	£3650.00	£1600.00	
Grant requested from Lowestoft Town Council	£510.00			
What specifically would the grant from the Council fund?	The Grant from the Council will fund a Projector and a moveable Whiteboard 90cm x 120cm. This is to be used for the above course during 2024 and for all other future courses planned.			
Have any funds been requested/agreed from other sources? Provide details	Details as above.			



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When are the funds required?	April 2024
Project start date	April 2024
Project completion date	The equipment for these programmes will be used on an ongoing basis.
Compliance Agreements (insert 'YES' to indicate your agreement to the questions below. If you do not intend to comply, insert 'NO'.)	
Do you authorise us to hold and use information that you have provided, for the purpose of processing and monitoring this grant application? You can ask us for details of the information we use for this purpose at any time.	✓
Do you acknowledge that if you provide false or misleading information in your application or at any point in the life of any grant, we will provide information to relevant enforcement agencies and take any action to recover any funds and damages, as we deem appropriate?	✓
Do you authorise us to use information about your project and organisation as part of our publicity and promotion of our grants programme?	✓
Do you agree to acknowledge the Council appropriately on all of your related publicity and promotional material including posters, advertisements, press releases and leaflets?	✓
Do you agree not to distribute funds granted to any other organisation, other than as agreed as part of the grant award?	✓
Do you agree to report the outcome and impact of the grant to the Council as required in the Council's Grant Awarding Policy?	✓
Do you agree that any grant awarded will only be used for the purpose for which it was given and in compliance with any conditions applied?	✓

Signed [Redacted Signature] Date 20-2-2024

(Signatory must be authorised to act on behalf of the organisation and, if different from the main contact listed above, this should be explained.)