



Please read the Grant Criteria document before you start your application process.

<b>Application Reference (Office use only):</b> <b>GR26-2324</b>	
<b><u>1: CONTACT DETAILS</u></b>	
Name of Organisation:	Mossley Toddler Group
Address of Organisation:	Mossley Village Hall Bida Lane Congleton CW12 3LJ
Name of Applicant:	Heather Simms
Position:	Treasurer
Telephone Number:	
Email address:	████████████████████
Website:	
Registration Number (If relevant)	1075283
<b><u>2: ABOUT YOUR ORGANISATION</u></b>	
What type of organisation are you?	Registered Charity
Please tell us about your organisation, its aims and the work you undertake. (in less than 200 words)	
<p>We are a small play group run by parents for parents in Mossley Village Hall, Congleton. Group runs every Friday morning during term time, 9:30am - 11:30am. We provide varied craft, play and snacks for children aged up to 4 years old. The toddler group has been serving an important role in the local community, offering an informal, fun social setting for children and their parents, grandparents and carers for over 30 years. We are run entirely by volunteers.</p>	

<b>3: COST DETAILS/ RESOURCES/ TIMETABLE</b>	
Project Title:	Equipment Improvements / Recruitment drive
Project Objectives:	Purchase additional and replacement equipment to improve our Group offering. Promote the Group in the local area and attract more volunteers.
Brief Project Description:	<p>We have a wooden climbing frame and slide that is popular with the children, but is now several years old and becoming unsafe. We would like to replace this with a new version.</p> <p>We would also like to purchase 2 items of additional equipment:</p> <ul style="list-style-type: none"> <li>- Android tablet to use with SumUp machine to make it quicker and easier for those attending to pay</li> <li>- 4 slice toaster. We hope to introduce an additional revenue stream by offering toast for sale to the parents.</li> </ul> <p>Campaign to promote the group locally and attract more parents to attend and volunteer on the committee. Funds required for printing and local advertising alongside the free promotion we are already running (social media and Congleton chronicle article).</p>
Total Cost of Project	£480
Total contribution sought:	£240
Details of cost breakdown and budgets:	<ul style="list-style-type: none"> <li>- Android table - £80</li> <li>- 4 slice toaster - £50</li> <li>- Climbing frame - £300</li> <li>- Printing &amp; local advertising - £50</li> </ul>
What will the money be spent on?/ Resources needed:	Equipment as listed above Printing of posters and flyers to distribute in the local community.
Any ongoing costs:	N/A
Details of <b>confirmed</b> match funding, include source Cash/Grant:  In kind:	<p>Proceeds from fundraising in 2023:</p> <ul style="list-style-type: none"> <li>- Tesco - £250 from charity campaign in 2023 (still awaiting funds)</li> </ul>
Estimated timescale of project from start to finish:	1 month
<b>4: POTENTIAL BENEFITS/ OUTPUTS</b>	
What are the potential benefits/outputs to residents of Congleton	We rely entirely on volunteers to keep the group running. Numbers of volunteers have fallen over the past 6 months and with several of the current committee leaving in September when their children start school, we need to attract new committee members to keep running.

	<p>Updating our equipment ensures the safety of the visitors to the Group.</p> <p>The tablet will allow our volunteers to spend more time supporting the Group and less time on the door taking payments.</p> <p>In a time of increasing running costs, having an additional source of revenue will help us to continue with the toddler group and provide this important service to local parents.</p>
Are there similar services/ projects provided in the area	We are the only Toddler playgroup in Mossley
<b>5: EVALUATION</b>	
How will the project be evaluated and who will carry out the evaluation?	Heather Simms, Treasurer, will evaluate.
Describe how you will promote the Town Council in your project.	We will post on social media to publicise the new equipment and thank the Council for providing the funding.
Please acknowledge you have read our Grant Application Criteria	<p>Please see the Policy on our Grants page on our website: <a href="http://congleton-tc.gov.uk">Grants - Congleton Town Council (congleton-tc.gov.uk)</a></p> <p>I/we have read the policy: YES</p>

### Declaration

- I am authorised to make this application on behalf of the above organisation.
- I understand and agree that the application and supporting documents will be presented on a public agenda, and that any private information will be redacted.
- I certify that the information contained in this application is correct. If the information in the application changes, I will inform Congleton Town Council as soon as possible.
- I give permission for Congleton Town Council to retain this information electronically. The information in this form will be used for the administration of grant applications.
- I understand that Congleton Town Council will use any personal information I have provided for the purposes described under the Data Protection Statement which can be found [Constitution - Congleton Town Council \(congleton-tc.gov.uk\)](http://congleton-tc.gov.uk)
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<b>Signed:</b>	H Simms	<b>Date:</b>	01/03/24
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Please return your form and supporting documents to [info@congleton-tc.gov.uk](mailto:info@congleton-tc.gov.uk) or post to RFO, Congleton Town Hall , Congleton Town Council,. High Street, Congleton , CW12 1BN