

**MINOR GRANT APPLICATION FORM Part 1 – Minor Grants Budget**  
 (form reviewed Oct 2023 & attendance at Parish Assembly amended Sept 2023)  
 Part 1 of completed applications will be published on the town council website.  
[Link to Guidance on website.](#)

<b>Organisation/Group Name<sup>1</sup></b>	Next Steps Mental Health Resource Centre			
<b>Website/Social media sites.</b>	www.nextstepsryedale.co.uk			
<b>Public contact details, if any</b>	Leisa Burniston			
<b>Project title</b>	Helmsley Next Steps: Satellite Support Wellbeing Session..			
<b>Project location</b>	Rye Court ,Pottersgate ,Helmsley			
<b>Brief description of project</b>	Community café-1-1 support, activities,games/crafts.			
<b>What community benefit will be achieved?</b>	We support local residents who need assistance, provide access to a clothing bank, promote social inclusion, and help those who are isolated or lonely. (We also provide free meals to those in need.)If we can't help, we will find the help needed. We never turn anyone away. We offer a safe, nonjudgmental environment where support and activities can be accessed.			
<b>Links to other groups or campaigns</b> Is the organisation working with/for or campaigning on behalf of any organisations/campaigns not mentioned above (e.g. constituted groups with own bank accounts/internet presence/membership etc)?				<b>No</b>
<b>Liaison with the Town Council.</b> Please would organisations/groups who receive a grant invite, via the clerk, a councillor to attend any event/meeting/stall etc. Please give as much notice as possible. Groups will still be invited to the Annual Parish Assembly and may book a few minutes for a talk if they wish but attendance is no longer a requirement for Minor Grants recipients.				Councillor may be invited to ..... ...Yes..... ..... .....
<b>Year</b>	<b>Helmsley Town Council Financial Year (1 April - 31 March)</b>	<b>Estimated total project costs, inc. VAT if it cannot be reclaimed, £</b>	<b>Amount of Grant requested inc. VAT if it cannot be reclaimed, £</b>	<b>Grant as % of total cost of project</b>
Year 1		£8,800 per year	£250 per year	3%
Year 2 <sup>2</sup>		£8,800 per year	£250 per year	3%
Year 3		£8,800 per year	£250per year	3%
	<b>TOTAL</b>	26,400 per 3 years	£750 3 year	
<b>Please provide details of the other sources of funding for your project and provide a copy of any grant offers.</b>		We charge £2.50 for each craft activity (for those who can afford it). Additionally, we hold regular coffee mornings and tombolas to raise funds for this drop-in service. Rye Court's rent is not included, but they provide us with their community room in kind for delivering these services.		

<sup>1</sup>Non-profit making/charity/ voluntary group. Must have bank account.

<sup>2</sup> Grants agreed for 1, 2 or 3 years. Payment is usually made in May and reported to the Annual Meeting of Helmsley Town Council which must always be held in May.

<b>How and when will the applicant publicise the town council grant?</b>	"As soon as we are successful, if and when that happens."				
<b>Grant received previously?</b>	Yes	<b>Amount</b>	£350		

**GRANT APPLICATION FORM Part 2 – Minor Grants Budget (reviewed Oct 2023)**  
**NOT FOR PUBLICATION**

<b>Organisation Name</b>	
<b>Group Chairman/Lead</b>	
<b>Email of Chairman/Lead</b>	
<b>Organisation Address</b>	
<b>Email for grant admin purposes</b>	
<b>Tel. No. for grant admin purposes</b>	
<b>Organisation Bank Details</b>	<b>Changed from previous grant award – YES/NO?</b> <b><u>If YES</u></b> <b>Bank Name</b> <b>Account Name</b> <b>Account Number</b> <b>Sort Code</b>
<b>Signed by Chairman/Lead</b> <b>Electronic signature is acceptable</b>	

Please return these forms as Word Documents, not PDFs, and any supporting information to The Clerk at Helmsley Town Council

*Any data you provide on this form will be held by Helmsley Town Council under the General Data Protection Regulations and will be used only for the administration and management of Helmsley Town Council.*