

BERKHAMSTED TOWN COUNCIL MINOR GRANTS (up to £1,000) APPLICATION FORM

**Name of Organisation:**

Repair Café at Open Door Berkhamsted

.....

**Correspondence Address:**

Name Richard Frankel.....

.....

.....

.....

**1. What is the nature of your organisation’s activity?**

To establish and run a Repair Café for the benefit of the community in co-operation with the Open Door community hub.

Background context: The Open Door community project itself was set up due to local demand almost four years ago to help reduce isolation in our community. It is a safe and welcoming community space for people to meet and take part in activities that enhance their social, mental and physical wellbeing. Currently activities have been adapted where possible to meet Covid restrictions, and, as well as providing many of our activities online, one of our main responses to local need is to provide free hot meals to vulnerable people in our community.

.....

**2. Is your organisation a registered charity? YES/NO\* number .....**

Yes, Open Door is part of Way Inn Trust, charity number: 1002449

**3. Is your organisation part of, or affiliated to, any national organisation? YES/NO\***

If yes please give details:

NO.....

.....

**4. What is the catchment area covered by your organisation? .....**

Berkhamsted and surrounding towns/villages and much of Dacorum

**5. Briefly describe the project or purpose for which you require a grant**

A Repair Café will be setup principally to repair items, but also to educate and mentor, and to provide much-needed social opportunities for our community. The entire operation is based upon volunteer resources.. Whilst ‘Open Door’ will host the event, and provide premises and logistic support without charge, external costs are foreseen in the following areas. Without this support it is possible that the Café may not be financially viable, and will not be able to meet a key objective of mentoring others – including youth/students – in repair techniques.

1. Registration with the global Repair Café foundation
2. Stationery/Printing costs eg for repair booking forms/ advertising materials
3. A placeholder amount is in the budget should the Open Door Public Liability Insurance premium need to be increased to cover the extended Repair activities. (An exact figure is being requested from insurers. However, given experience of other Repair Cafes, it’s possible this may not be necessary)
4. Operational fees such as car parking for volunteers during Repair Café sessions

5. Funding for DBS checks for volunteers, to permit them to mentor and educate others in repair techniques.

## **6. How will the project benefit the community or residents of Berkhamsted?**

There are several facets to the benefits the Repair Café will bring:-

- a) Environmental benefits. Reduces waste / landfill and increases overall sustainability (and CO2 reduction) by repairing items that would otherwise be discarded. (An objective is to increase awareness within Dacorum on Repair capabilities -eg household waste centres)
- b) Financial benefits, particularly for those on low incomes. There will be no charge for repairs (although offered donations will be accepted). The no charge policy further encourages people to have items repaired rather than to discard and buy new replacements.
- c) Educational benefits. Via a planned mentoring programme (eg with youth groups), we aim to share renovation & repair techniques with other members of the community.
- d) Community benefits. Promotes social cohesion in the community by bringing together residents of varying backgrounds and ages.
- e) Social benefits. Helps tackle loneliness as everyone coming in will be warmly welcomed and offered tea, cake and other refreshments free of charge. They will have the opportunity to sit and chat with the 'repairer' whilst the item is being repaired, and may find it interesting to see and learn from how their item is being repaired.
- f) Mental health benefits. Helps promote a sense of usefulness and helpfulness for the repairers and volunteers, the lack of which is often cited as a contributor to depression. This could appeal to all sectors of our community but perhaps particularly those who are retired and would like to share their knowledge and utilise some of their time by engaging in an activity that is both useful and social.
- g) Increases volunteering opportunities, particularly for men. Volunteering is known also to contribute to a sense of wellbeing.
- h) Encourages a 'repair mindset' .
- i) Increases footfall into Berkhamsted town centre.

## **7. Is your organisation VAT registered ?**

No, Open Door isn't VAT registered.....

## **8. When do you intend to start the project ?..**

COVID dependant, estimate July2021

**Completion date ?..**Ongoing. budget is for initial 12months of operation. ie to mid-2022. Y2 costs are expected to be lower (possibly partially self-funding) eg as no/fewer DBS costs should be incurred, and any Y1 revenues will go towards funding Y2.

## **9. FINANCIAL ASSESSMENT**

### **9i. Estimated Cost of Project** (Please provide a breakdown of the total cost of your project)

£1950 - see spreadsheet 'Repair Café Open Door Budget v3.xlsx'

VAT (if applicable) £ none

**Total estimated cost of project** £ 1950

### **9ii. Funding of project** (Please indicate how your organisation plans to fund the project)

- Funds immediately available from your organisation:  
£350 initial funding, and free use of premises

- **Funds that you intend to raise yourself from events:**

£ 0 . Any voluntary donations received during running of the Repair Café will be returned to Open Door as a contribution to premises rent and overheads etc, hence this isn't budgeted as funds specific to Repair Café costs.

- **Grants or loans applied for / confirmed from other organisations:**

£ 0

- **Grant requested from Berkhamsted Town Council**

£1,000?

**TOTAL FUNDING OF PROJECT £1350**

**10. Please give details of any reserves or savings held by your organisation**

*Details of all relevant accounts are in preparation and can be forwarded when available.*

**11. Who should cheque be made payable to?**

Open Door Berkhamsted

I declare that any grant made will be used solely for the purposes outlined in this application. I understand that Berkhamsted Town Council reserves the right to reclaim the grant in the event of it not being used for the purpose specified.

Name: Richard Frankel

Signed: .....

Position: Repair Café Manager.....

Date: 8 March 2021.....

**DOCUMENTS TO SEND WITH YOUR APPLICATION**

The following documents **MUST** be submitted with your application:

1. A copy of your organisation's audited or independently examined accounts including balance sheet for the past financial year, copy bank statement and bank reconciliation as at the last balance sheet date.

*This is being prepared and will be forwarded to the Town Council when complete.*

2. UP-TO-DATE statements of any investment accounts.

Open Door do not have any investment accounts.

Please note: the payment of a grant by the Town Council is made strictly on the understanding that should the project not go ahead, all monies will be returned to the Town Council.

When completed, this form together with supporting documents should be posted or emailed to:

The Town Clerk

Berkhamsted Town Council

Civic Centre

161 High Street,

Berkhamsted

HP4 3HD enquiries@berkhamstedtowncouncil.gov.uk

