

Received 25/4/24

THE APPLICATION FORM

<p>Name of Group Applying</p>	<p>Multiple Sclerosis Society South Devon Group</p>
<p>Contact Details for this Application</p> <p>Name</p> <p>Position in the Group</p> <p>Contact Address (Including Post Code)</p> <p>Telephone</p> <p>Email</p>	<p>Suzanne Raphael</p> <p>Group Co-Coordinator</p> <p>1 1</p>
<p>Are you a registered charity?</p> <p>If so, please give your number</p> <p>It is not essential to be a registered charity to get a grant under this scheme</p>	<p>Yes</p> <p>1139257 (NB Groups are not funded by the charity)</p>

Tell us about your group, what does it do?

MS Society Groups are self funded and managed. The MS Society provides training, support and governance to all the volunteers. The South Devon Group is made up of 10 volunteers in various support, events, and fund raising roles. Funds are raised by the volunteers by applying for grants, store collections and running stalls at events e.g. the Victorian Evening.

Multiple sclerosis (MS) is usually diagnosed in mid life and is a progressive, degenerative, neurological condition with no known cure.

The South Devon Group provides Neuro Therapist led exercise classes open to anyone in the area affected by MS. The classes are run weekly in Newton Abbot and Paignton with an online class available for those who cannot attend. The attendees are predominantly over 65 with varying levels of disability. The class attendees benefit from appropriate exercises, the enjoyment of being with their peers, and the knowledge that they are being supervised by NHS staff who have links with their individual care providers.

Exercise has been proven to help maintain physical function and provides social engagement alleviating social isolation.

The exercise classes are the core of the Group's engagement but the Group also runs free open cafe meetings to augment the social inclusion and worth. The meetings are held in Torquay, Newton Abbot and Dawlish. The Group runs a local telephone help line answered by trained volunteers and sponsors a Citizens Advice Bureau specialist in benefits, housing, health, employment and social care.

The Group publishes a quarterly newsletter, mailed or emailed to anyone who registers an interest.

Does your project/organisation have a social media/website presence?

(Please provide details).

www.mssociety.org.uk/care-and-support/local-groups/south-devon-group

How will you publicise the Newton Abbot Town Council grant?

(Please note it is mandatory as part of the grant award conditions, to supply all press releases concerning the grant to Newton Abbot Town Council for us to share on our social media platforms).

The group would publish the grant in its local newsletter and would offer an article to local newspapers including whatever publicity material/ photographs can be agreed with the council.

How will you spend the funds? How will it benefit the people of Newton Abbot?

(Please see the useful questions page for suggestions about information to include).
The funds would be spent

The funds would be spent contributing to the extension of the service level agreements which provide the Neuro Physiotherapists who run the exercise classes and the associated venue hires and the Citizens Advice Bureau specialist assisting anyone affected by MS with benefit, employment, housing, health and social care issues.

(You can continue on a separate sheet if needed)

Sustainability Plan

Tell us how the project will continue once the grant has been spent.

The Group volunteers are continually working on raising funds which will augment then then replace the grant otherwise the Groups activities would have to be wound down

Safeguarding

Where appropriate please provide us with a copy of the project/organisation's safeguarding policy with reference to children and vulnerable adults.

Please see mandated policies:

<https://volunteers.mssociety.org.uk/node/516/>

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<p>Please give estimated dates for</p> <p>Project start?</p> <p>Project end?</p>	<p>Start contiguous with existing funds</p> <p>End exhaustion of grant, probably 3 months from start.</p>
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<p>How much will the project cost?</p>	<p>£ 24,000 p.a.</p>
<p>How much is your grant request?</p>	<p>£3,000</p>
<p>How will you raise the rest?</p>	<p>Continuous grant requests, store collections and attending local events</p>
<p>Will the project receive match funding – please provide details</p>	
<p>What other grants have been given or refused for the same project?</p>	<p>Grants given from: The Claire Mine Trust (2023) Sports Foundation for the Disabled (2023) Rotary Newton Abbot (2023) Devon Community Fund (2023)</p> <p>Grants refused by: The Edward Gosling Foundation The Constance Travis Charitable Trust.</p>

Please provide projected income and expenditure with a breakdown of the costs involved in your project.


Income

No predictable income

Expenditure £

Newsletter printing	400
Newsletter postage	300
Support telephone	270
CAB advisor	14,000
Neuro Physiotherapists	5,900
Newton Abbot venue hire	735
Paignton venue hire	980

Please provide the following information from your latest accounts	
Total income	£20652.63
Total expenditure	£21531.30
Annual profit or loss	-£878.67
Total unrestricted funds in your bank	£19432.19
<i>(This is money that is not earmarked for a special purpose, and which you are free to spend as you choose).</i>	
YOU MUST SEND US A COPY OF YOUR LAST ACCOUNTS AND YOUR CONSTITUTION	
Bank Account Details	Multiple Sclerosis Society South Devon
Account Name	
Sort Code	
Account Number	
Bank Name	Barclays Bank
Bank Address	1 Churchill Place London E14 5HP
How many signatories are required to authorise payments?	2

<p>Does your group meet all legal requirements for this project (e.g., Public Liability, insurance, Protection of Children and Vulnerable Adults etc.)</p>	<p>YES</p>
<p>Second Contact for this Application</p> <p>Name</p> <p>Position in the Group</p> <p>Contact Address (Including Post Code)</p> <p>Telephone</p> <p>Email</p>	<p><i>This is someone in your organisation who we can contact if we want to check the information given</i></p> <p>Group Co-Coordinator</p>
<p>Declaration.</p> <p>I confirm that to the best of my knowledge and belief, the information in this application form is true and correct. I understand that a request may be made for additional information at any stage of the application process. By completing this form, the signatories hereto agree to this information being retained in accordance with the provisions of the Data Protection Act and for that information to be printed in official council publications and forwarded to other agencies as necessary to facilitate this application for grant aid but for no other purpose.</p> <p>Signed </p> <p>Date 21/1/11</p>	

If you need any help in completing this form, please telephone the Deputy Town Clerk & RFO on 01626 201120

or via email: sam.scott@newtonabbot-tc.gov.uk

Receipts and Payments Report

	Actual One Month Dec 2023	Actual Year To Date Dec 2023	Budget Year	Budget Dec 2023	Budget Year to Dec 2023	Budget Variance YTD
Receipts						
Branch fundraising events (non trading)	147.00	219.00	0.00	0.00	0.00	219.00
Donations from Trusts and statutory sources	80.15	1226.65	0.00	0.00	0.00	1226.65
Donations-store-street-static boxes	0.00	1862.55	0.00	0.00	0.00	1862.55
I01 General Donations	9.84	7312.40	0.00	0.00	0.00	7312.40
I10 Charges made for branch services	176.00	2903.24	0.00	0.00	0.00	2903.24
I11 Grants	0.00	7000.00	0.00	0.00	0.00	7000.00
I12 Interest Received	11.36	128.79	0.00	0.00	0.00	128.79
Total Receipts	424.35	20652.63	0.00	0.00	0.00	20652.63
Payments						
E11 Fundraising expenses	179.86	569.86	0.00	0.00	0.00	-569.86
E17 Printing & Stationery	0.00	1501.50	0.00	0.00	0.00	-1501.50
E18 Postage	0.00	149.00	0.00	0.00	0.00	-149.00
E19 Telephones	21.99	566.53	0.00	0.00	0.00	-566.53
E2 Socials and Outings	449.00	449.00	0.00	0.00	0.00	-449.00
E26 Other costs	0.00	4730.00	0.00	0.00	0.00	-4730.00
E3 MS Nurses/Physios/Alternative therapies	0.00	13565.41	0.00	0.00	0.00	-13565.41
Total Payments	650.85	21531.30	0.00	0.00	0.00	-21531.30
Net surplus/deficit	-226.50	-878.67				

Balance at the Bank per statement

Account Name

Statement Balance

Current Account

19432.19



Volunteer news and resources

NB Constitution (Articles of association) for whole charity overall are available at www.mssociety.org.uk/about-us/how-we-are-run/

Our group requirements

our-constitution-operating-policies-and-annual-reports

Submitted by Danielle Walker on Tue, 2018-05-01 10:26

Our groups may provide an opportunity to meet together every so often, they may want to help raise funds for us, or they may deliver services and activities for people affected by MS.

Find out more in our [Group Handbook](#)

All groups must meet our basic requirements, and if you handle money and provide services and activities for people affected by MS, there are additional requirements we expect you to meet.

See [Group Handbook A2: Requirements, support, tool and resources](#)

All MS Society groups must:

1) Respect our values, and ensure that all volunteers follow our Code of Conduct

1. Find out more about [Our values and how we deal with problems](#)

2) Follow our policies and rules, ensure that everything you do is safe, and manage personal data appropriately

1. See our [Policies and rules](#)
2. Learn about [Health and safety](#)
3. Find out more about [Handling data](#)

3) Keep us informed of your activities

1. Contact your [Local Networks Officer](#)
2. Learn how to use the [Portal](#)

Groups that handle money and provide services and activities must:

1) Be available to all people affected by MS in the area, be easy to contact, regularly communicate with members, and ensure information about MS and MS Society services and activities is available to everyone in your community

1. See more on [Availability, contact and communication](#)
2. Learn how to [Use our brand](#)

3. Find out about [Giving information](#)

2) Manage your finances appropriately

1. Learn how to [Manage your finances](#)
2. Make an [expenses claim](#)

3) Have volunteers responsible for planning and delivering activities, and managing finances

1. See our [Group roles](#)
2. Find out how your [Coordinating Team](#) should operate

4) As a minimum, raise enough funds to cover the cost of your activities

1. See our guidance on [Effective fundraising](#)

5) All activities and services you provide must:

- align with our strategy and meet the needs of people affected by MS
- be available to the whole MS community you serve
- be safe and high quality

1. Read our [Strategy 2015-2019](#)
2. See our guidance on [Developing services and activities](#)

Optional additional services

Although they are not requirements for MS Society groups, we know that certain services have a positive impact on people affected by MS, and we encourage our groups to provide them. These services are:

- **MS Support**
- **Grants**
- **Campaigning**
- **Fundraising (beyond the amount required to support your activities)**

Where you have the capacity to deliver these, we will offer support and guidance to help your group to do so.

1. Learn about [Supporting people](#)
2. Go to [Fundraising and campaigning](#)

Need support?

Your Local Networks Officer is here to work with you to help extend your reach, raise awareness of MS locally and offer excellent services to people affected by MS.

1. Get contact details for your [Local Networks Officer](#)

Back to [Running a group](#)

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