

Agenda Item 5 (iv)

1. Title of proposal	Teen Talk - Clacton		
2. Date submitted	15 th October 2007		
3. Summary of proposal (max 150 words) i.e. what does the proposal involve and what will it achieve?			
<p>Teen Talk has been working for the past ten years as a confidential non judgemental service for young people aged 11 – 25 years, in both Clacton and Harwich. We work closely with outreach projects in secondary schools covering the Tendring areas. Within the Centre's we are able to offer a safe environment for young people to discuss a multitude of day-to-day issues homelessness, bullying, drugs, alcohol, abuse, money, mental health, sexual health issues and other social issues these are just a few we help with. We encourage them to seek help for themselves with our support, to help lift their self esteem and give them the confidence to move on, to also encourage them to become involved in Centre activities such as our workshops for Basic DIY, cookery It and Literacy, and to be kept informed of outside activities in the community.</p>			
3. How much will the proposal cost in total? £180,000 per year			
	From NM	From other sources	Total
Capital			
Revenue	20,713	See attached list.	FOR FOUR MONTHS
Total	20,713		
4. Organisation responsible Teen Talk (Harwich)			
Name of contact and position	Marion Rowland Consultant/Trustee / Hayley Lovett, Project Co-ordinator		
Address	17, Cliff Road, Dovercourt Bay, Harwich, Essex CO12 3PP		
Phone	01255 504800 office 01255 504872 home		
e mail	mr@teentalk.wandoo.co.uk rmarionroger4@aol.com		

B The proposal

1. What is the problem you are trying to address?

Set out the problems and causes, using statistics and evidence where available – referring to the delivery plan and its targets and outcomes

To encourage young people that they can achieve a better quality of life.
Giving them the security in our Centres to reduce their stress, having the time and the space to listen and understand them.

To never promise something that we feel they can't achieve, and find alternative options.

By lifting their self esteem and encouraging them to take a more active interest in their surrounding community.

Enclosed please see our statistics and charts for the type of help we have covered and achieved.

Between Harwich and Clacton we see approximately 3, 500 young people each year.

A delivery plan is also enclosed.

2. Proposal objectives?

List the objectives for the proposal (these should be measurable) which can be used to evaluate the impact of the project

To have an open door facility to make all young people welcome. To give them the time and space to deal with their problems, or to just come in for refreshments. and to look around the Centre.

To have other agencies statutory and voluntary to come into the Centre to create a One-Stop-Shop for our young people.

To have quality trained staff and volunteers

To have regular Trustee/Management Committee meetings, with full updates and information on our service.

To keep the community updated on events and needs, to advertise on radio local papers regularly to keep up our profile.

To seek other outlets that is in need of such a service.

To record and keep updated statistics daily.

To identify all new needs and trends for young people.

To receive and deal with referrals from statutory agencies for counselling which they are unable to deal with themselves, to see a young person within 48hours for an assessment.

3. How do you propose to address the problem?

List the activities and set out who will benefit.

Young people between the age of 11 – 25 years old and their families

(Families: Underage parents, and family Counselling)

Our Drop-in service is available Mon – Fridays in Clacton and Harwich 2 – 5pm, including 4 - 6 pm in Harwich on Tuesdays for our Health shop (run by NEEPCT for all their needs and advice)

Once they have obtained a 'C' card young people can get free condoms and pregnancy tests from the Centres.

A Project Co-ordinator oversees both Centres.

A consultant oversees the co-ordinator for supervision and advice. Both report to the Management Committee every 8 weeks.

To always have an open view of what young people need to improve their relationship within the community, to seek challenges and find solution.

4. How does this proposal address the problem. List activities and describe evidence from similar initiatives if possible.

There is no known service within the Tendring area that offer our unique service. Our daily drop-in and out-reach service offers help and support on all issues that a young person may have, such as homelessness, bullying, sexual and physical abuse, relationships, teachers/school, alcohol, drugs, low self esteem , parent and many others. We have within the Centres trained befrienders, a counsellor, non-smoking advisors and a Prince's Trust assessor. Statistics enclosed of all problems that we address.

5. Community involvement

How have residents been involved in developing the proposal?

We have local residents on our Management Committee.

Local residents contribute towards our funding by raising money at local events for us.

6. Management arrangements?

Describe the arrangements for ensuring the proposal is managed, monitored and delivered as planned. Please give names of two references or referees (people that you've worked with before) that we can contact in advance of the appraisal process.

The Project Co-ordinator and Consultant report each 8 weeks to full Management Committee/Trustees meeting.

The Project Co-ordinator has full responsibility of running both Centres.

All policies and procedures are updated yearly. Careful checks are kept on any new procedures that need to be followed and updated within the year.

Daily statistics are kept, and each month put into a clear picture of need/ or development that needs to be obtained.

Staff and volunteers are trained internally and externally to keep them aware of new updates, particularly in drugs

7. Risks

Risk	Impact	Likelihood Low /Medium / High	Importance Low /Medium / High	Contingency and/or mitigation actions
Initial implementation or build risks for the project				
High if funding is not found	Dafistation amongst and for young people	Low	High	Funding applications are being prepared daily covering a wide range of funders.

Risk	Impact	Likelihood Low /Medium / High	Importance Low /Medium / High	Contingency and/or mitigation actions
Ongoing risks if objectives are not met				
If sufficient funding is not Received the Centers will close	No where else in the Tendring area that can offer our unique service, which means 3500 young people will have no where to go	Low	High	Urgent CRISIS meeting being held with funders and prominent members of the community

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C Finances

1. What is the total cost of the proposal?

Itemise the total spend as much as possible and set out the period this will cover, indicating what proportion is required from NM

	item	£ year 1 [**6 month]	£ year 2	£ year 3	Total
Capital (NM)					
Revenue (NM)		180,000			
	Salaries	12,080			
	Accountant	300			
	Insurance	666			
	Advertising/pub licity	1,000			
	Counselling	3,240			
	Staff & Vols Ex	1,000			
	Travel Ex.Staff	1,225			
	Training Staff & Vols	1,300			
	Utility				
	Telephones	240			
	Refreshments	100			
Total (NM)		21,151			
Other funding		Applied for waiting replies			
Total		21,151			

2. Value for money

Explain how this proposal provides value for money not only in terms of cost but also in terms of quality

By keeping our Centre's up and running, this will help to encourage our young people they have somewhere to go for what ever problems they may have, therefore relieving their stress before a crisis sets in.

By protecting the community through helping young people, to move on with their lives, to seek other ways to make changes in their lives, instead of becoming destructive.

To employ top quality staff and volunteers who have the qualities and requirements to deal with young people.

To know that all young people are given a second/third chance in life, instead of the rejection they often receive now.

To see an improvement in behaviour of young people that are involved with Teen Talk.

By giving our young people the chance in life they deserve, they often do not receive from their families.

3. What resources are already invested by your, and other, organisations in the area on this issue?

**North East Essex PCT
Essex Community Fund
Essex County Council
Connexions
Fowler Smith and Jones
Rotary (Harwich)
Local community members**

All these funds have to be used by March 2008

4. Why is NM money needed? To provide the financial support required to sustain the Motor vehicle work experience and grow stronger links working relations so as to network through the

NM money is needed to sustain the running of Harwich and Clacton Centres, also to enable us to seek new challenges in the Pier ward and Jaywick areas of which we feel we must urgently seek to administer because of the continuing problems with young people in these areas

<p>5. Can you be paid this money in arrears, or do you need it to prime the project?</p>
<p>This money is essential now, because as we have been unable to find further funding for our essential counselling service, we have had to use our general funds to back this up. When a young person is in the depths of despair i.e. suicidal, we cannot, not offer them counselling, there are other agencies who do counselling (but not for over 19yr olds)but there is always a long waiting list, our counsellor assesses a young person within 24hours and with the back up of our befriending service we can hold this young person, especially as they know they will be seen in our Centre which is trusted and familiar to them.</p>
<p>6. Who are your organisation's auditors? (Please attach a copy of your last set of audited accounts)</p>
<p>Peter Finnigan</p> <p>Accounts for 2006 enclosed.</p> <p>Also updated accounts for this year 2007</p>

D Options

<p>1. What other options have been considered to address this proposal and if they were, why have they been rejected?</p>
<p>There is strong competition for all voluntary sector services this year.</p> <p>We are now working hard to give an overall picture of the need for our services, also showing our organisational strength and the uniqueness of what we offer.</p> <p>Please see charts enclosed.</p> <p>Our funds have got to a desperate stage, mainly because of the statutory agencies using our facilities for counselling and befriending that they cannot offer.</p> <p>Funders are now showing their interest by attending our CRISIS meeting on 9th Nov.07.</p>

E Measuring and sustaining the impact

<p>Taking into consideration the objectives for the project set out in section 2, what outcomes do you hope to achieve? (I.e. overall results and benefits that relate to the delivery plan?</p> <p>How will the outcomes be measured?</p>
<p>Results given by the young people themselves.</p> <p>To maintain the high standard of service we give.</p> <p>To improve, upgrade the service, staff and volunteers always.</p>

By daily recording of statistics, collated problems and outcomes, referrals from other services.

What monitoring arrangements will be put in place?

Set out your milestones (what you will have done by when) and outputs (things you can count to measure your activities) How will spend be monitored?

To continue the running of the daily Mon-Friday Drop-in service Harwich and Clacton.

To continue with our out-reach services in Clacton and Harwich schools.

To continue with all services offered in Harwich i.e. Workshops, and It numeracy.

To raise funds to enable YP from Clacton and surrounding areas to have transport to Harwich to join in these.

To continue with our Counselling service. Harwich and Clacton.

2007/8 find a more permanent Centre for Clacton with room, to enable us to achieve workshops in this area also.

2007/8 To establish a drop-in in Jaywick (weekly)

2007/8 To continue our work in Bishops Park.

Our Treasurer reports to our Management Committee/Trustees every 8 weeks, our accountant upgrades our accounts monthly.

2. Evaluation

Following implementation of the project how will you evaluate if your objectives have been met and ensure that there is continuous improvement?

We are Quality marked by the Legal Centre, we are also applying for a PQASSO quality mark, these will enable us to provide the necessary paperwork to evaluate all our work, and to check we are meeting all challengers.

3. The long term and future

What is the exit strategy when NM resources are no longer available and how will the benefits be sustained?

As we have been running for ten years, we will need to prove the need for our services to continue, this will be done through statistics and young people's own opinion, and statutory services prove of need.

We will seek help from other sources/agencies to help with our applications to bring them to a higher professional level.

Appraisal and approval structures

Amount of funding	Appraisal method	Approval required
Up to £2.5k	Neighbourhood Manager can carry out appraisal and submit for approval	Neighbourhood Manager and 2 Board members one of whom should be a resident board member if possible
Over £2.5k	Neighbourhood Manager and two board members one of which should be a resident board member if possible must go through the project appraisal form and submit for approval	Full Board

Signed: *MK Rowland*.....(project proposer) Date: 17/10/07.....

Name: Mrs Marion Rowland.....

Proposal - Teen Talk Clacton

Terry Stephenson

Summary	Yes/no	Notes / changes required
Does this proposal impact on mainstream services or resources?	No	
Do we know what level of service are delivered by and resources committed to the area by this organisation?	yes	
Will this help us achieve our agreed outcomes?	Yes	
Is it based on the needs and wishes of local people? Have they been involved in the creation of the project idea?	Yes	
Will it make a lasting difference?	yes	
Is this a substitute for mainstream funding?	No	
Does it provide best value?	Yes	
Is it too risky?	No	
Are we confident it will be well managed, monitored and evaluated?	Yes	
Section A	Yes or no	Notes / changes required
Is it clear what is being proposed?	Yes	
Is it clear how much money is required?	Yes	
Is it clear who the responsible organisation is?	Yes	
Section B		
Is it a convincing proposal in terms of setting out problems, objectives and activities?	Yes	
Will the proposal contribute to the delivery plan outcomes?	Yes	

Is it clear how the proposal relates to existing service delivery in the area, and neither substitutes nor duplicates related services?	Yes	
Have residents been adequately involved in developing the proposal (or their views taken into account)?	Yes	
Are management arrangements adequate?	Yes	
Have risks been adequately considered and planned for?	Yes	

Section C	Yes or no	Notes / changes required
Are the finances clear and reasonable and do they provide adequate detail?	Yes	
Does the proposal provide value for money?	Yes	
Is adequate information provided on the resources already invested by the organisation?	Yes	
Is an adequate explanation provided for why NM money is required?	Yes	
Section D		
Have other options been adequately considered?	Yes	
Section E		
Have measurable outcomes been identified?	Yes	
Are adequate monitoring arrangements in place?	Yes	
Are mechanisms in place for evaluation?	Yes	
Is it clear what the exit strategy is and how the benefits can be sustained?	Yes	

Decision of appraisal panel

Recommend approval	Yes
Do not recommend approval	
Recommend changes required before approval	
If so, please state or refer to above sections This is a very valuable service, which has been running for many years, and then closed down, but has reopened again, which can only be good for the teens in Clacton and Tendring. They need as much help as they can get. Keep up the good work.	

Name	Teresa Stephenson
Signed	<i>T Stephenson</i>
Date	6 th November 2007

Proposal Teen Talk Clacton Appraisal Alison Amstutz

Summary	Yes/no	Notes / changes required
Does this proposal impact on mainstream services or resources?		Provides a necessary service that would not be available through mainstream services
Do we know what level of service are delivered by and resources committed to the area by this organisation?		Assessor did not receive attachments with organisation's statistics
Will this help us achieve our agreed outcomes?	Yes	
Is it based on the needs and wishes of local people? Have they been involved in the creation of the project idea?	Yes	
Will it make a lasting difference?	Yes	
Is this a substitute for mainstream funding?	No	Already funded by the PCT – 50K
Does it provide best value?		Unable to tell from application
Is it too risky?	No	Teen Talk have own capital, own a building. Also have funding from other organisations.
Are we confident it will be well managed, monitored and evaluated?	No	The application does not adequately state how will be monitored & evaluated
Section A	Yes or no	Notes / changes required
Is it clear what is being proposed?	No	Assume it is for core funding or for counselling service
Is it clear how much money is required?	No	Finance tables are incorrectly completed & lack consistency
Is it clear who the responsible organisation is?	Yes	
Section B		
Is it a convincing proposal in terms of setting out problems, objectives and activities?	No	Application lacks required information
Will the proposal contribute to the delivery plan outcomes?	-	

Is it clear how the proposal relates to existing service delivery in the area, and neither substitutes nor duplicates related services?	Yes	
Have residents been adequately involved in developing the proposal (or their views taken into account)?	Yes	
Are management arrangements adequate?	Yes	
Have risks been adequately considered and planned for?	Yes	

Section C	Yes or no	Notes / changes required
Are the finances clear and reasonable and do they provide adequate detail?	No	
Does the proposal provide value for money?		Unable to tell from application
Is adequate information provided on the resources already invested by the organisation?	No	Assessor did not receive attachments
Is an adequate explanation provided for why NM money is required?	Yes	
Section D		
Have other options been adequately considered?	Yes	
Section E		
Have measurable outcomes been identified?		Application requires more detail
Are adequate monitoring arrangements in place?		
Are mechanisms in place for evaluation?		Not stated
Is it clear what the exit strategy is and how the benefits can be sustained?	No	

Decision of appraisal panel

Recommend approval	
Do not recommend approval	
Recommend changes required before approval	X
<p>If so, please state or refer to above sections</p> <p>Would recommend that Teen Talk provide further information regarding the following:</p> <ul style="list-style-type: none"> - how much money they require exactly - how this is separate from Harwich work - How do they know the need exists (could have already been provided, but the assessor did not receive) - How they will evaluate 	

Name	Alison Amstutz North East Essex PCT
Signed	
Date	30/10/07

