

**Health and Wellbeing Fund Grants Application**

**1) Is my organisation eligible?**

	Yes	No
I am applying on behalf of a political party		X
My application is for religious activities		X
I am applying on behalf of a statutory body		X
I am applying on behalf of a school for curricula activities		X
My application is for the sole benefit of an individual		X
I am applying on behalf of a private/profit making/commercial organisation		X

**2) Is my project eligible?**

	Yes	No
My project takes place in Wiltshire	X	
My project has already started		X
My project is to train fundraisers and/or trustees		X
I had funding for this project last year		X
Since April we have already received Area Board funding for this project		X
The primary purpose of this project is to raise funds for another organisation		X
From April this year I will be seeking funding from more than 3 Area Boards for the same project		X
I have made more than 2 applications to the same Area Board since last April		X
If I receive a grant the money will be used within one year of the date of the award	X	

**3)**

	Yes	No
Are you applying on behalf of a Town/Parish Council?		X

**4) Is yes to Q3 why can this not be funded from the Parish Precept?**

5) Project title

Alzheimer's Support: Warminster Dementia Centre – Creating a Community Facility

6) Project summary

Alzheimer's Support is undertaking a major project to refurbish The Old Silk Works in Warminster, in preparation for the opening of our new dementia centre in the spring.

The star of the show is the new day club - a multipurpose area that will enable us to offer a range of services and activities to both our users and the wider community (from Memory Cafes and Movement and Music for the Mind, through to volunteering opportunities).

We have a shopping list of essential items that we require in order to equip this facility and make it accessible and useful for a wide range of users and community groups – from items such as crockery, games and musical instruments, through to audio/visual equipment. In addition, we are seeking seed-funding to support the costs of facilitating a new Memory Café, once the centre is up and running.

7) Which Area Board are you applying to?

Warminster

8) Please tell us which themes your project supports?

Theme	Y
Children and Young People	Y
2012 Olympic Legacy	
Arts, crafts and culture	
Countryside, environment and nature	
Economy, enterprise and jobs	
Festivals, pageants, fetes and fayres	
Food, farming and local markets	
Health, lifestyle and wellbeing	Y
Heritage, history and architecture	
Inclusion, diversity and community spirit	Y
Recycling and green initiatives	
Safer communities	
Sport, play and recreation	Y
Transport and roads	
Technology and digital literacy	
Other	Y
If other, please specify: Older people & Carers	

9) Finance – if you are a new organisation and do not have accounts, please leave blank.

Your latest accounts:

Month: March

Year: 2017

	£
Total income	£1,162,504.00
Total expenditure	£1,213,613.00
Surplus/deficit for the year	£-51,109.00
Free reserves currently held	£259,380.00

Why can't you fund this from your reserves?

Our free reserves have only now reached the recommended level at which it could sustain our business operations for a three month period.

10) Project finance

	£
Total project cost	7917.00
Total required from Area Board	3357.00

Please itemise your project expenditure and project income

1. List **ALL** expenditure in a general format eg. Materials 10.00, Tools 5.00
2. List **ALL** income **except the amount required from the Area Board** eg. Donations 20.00 [help](#)
3. Please enter in money format **with pence** but no pound sign or comma or p. Eg 15000.00
4. If your organisation reclaims VAT you should exclude VAT from the expenditure
5. Please ensure you **TOTAL** both columns correctly.
  - Expenditure column should equal Total project cost in Part One.
  - Income column should equal Total project cost **minus** Total required from the Area Board.
6. Here is an example layout, including how to display in kind contributions [help](#)

Itemised expenditure	£	Itemised Income Eg "reserves"	£
Burco Boiler	275		
Tea Trolley	150		
Crockery & cutlery	500	Donations/funding sought from Whitehall & Leekes	500
Musical instruments (including electronic keyboard)	875	Electronic keyboard donated by private donor	750
Flat screen TV & mount	850	Funds raised through capital appeal	850
iPads (x2)	900	Funds raised through capital appeal	900
Overhead projector & screen	400		
Music system & speakers	400		
Memory Café facilitator (based on 12 monthly sessions)	600		

Memory Café volunteer expenses (based on 3 volunteers x 12 sessions)	567	Volunteer time (gift in kind)	360
Memory Café refreshments (based on 12 sessions)	2400	Food donations form Fareshare and Tesco	1200
<b>Total</b>	<b>7917.00</b>	<b>Total</b>	<b>4560.00</b>

11)

	Y	N
Have you or do you intend to apply for a grant for this project from another area board within this financial year?		No

12) Please list all other area boards to which you are applying/intend to apply

13) Please tell us WHO will benefit and HOW they will benefit from this project? (max 2000 characters)

The refurbishment of The Old Silk Works in Warminster, will allow Alzheimer’s Support to provide a centre incorporating a range of projects to improve people’s ability to live well with dementia in the Warminster area.

It will include a day club, a venue and hub for our community activities, a base for our award winning Home Support service in the Warminster and Westbury area and a base for our Dementia Advisers in the Warminster Westbury and southern Wiltshire areas.

The new multipurpose activity room will enable us to enrich the range of services in the local area for people with dementia and their family carers. Day Clubs will provide up to 48 people with specialised support in a relaxed, social setting each week. Carers tell us that day clubs provide much-needed “me-time”, which helps to reduce social isolation, provide respite and allows carers to hold down jobs or work in the home.

When the space is not being used to run day clubs, community activities including Movement and Music for the Mind, Carers Support Groups and Art groups, will take place - supporting over 120 people each week. Non-public office space will also be used by our service staff to coordinate their community work in the south of the county.

Information sessions will be run at the Dementia Centre that will raise awareness within targeted community groups. The front reception will also be open to the general public and will provide information to anyone interested in or affected by dementia.

The central location of the dementia centre will also allow for greater community participation. The facility will be available for groups to run health and well-being activities, aimed at providing support for ageing populations, inclusive to the needs of people with dementia (for example, Memory Cafes). There will also be volunteering opportunities for people of all ages and backgrounds; volunteers are the backbone of our work and we are liaising with the wider community to recruit volunteers – for example, identifying opportunities to work in partnership with organisations such as Wellspring.

14) How will you monitor this?

Alzheimer's Support has robust monitoring and Evaluation processes in place. We provide monthly reporting for all service activities, based on contractual obligations with Wiltshire Council and the local Clinical Commissioning Group CCG, and our Home Support Service is a registered service and therefore subject to inspection by the Care Quality Commission CQC.

Our community support and activities are closely monitored through our evaluation framework, which gathers qualitative and quantitative information - from the number of dementia friendly activities, numbers of attendees and numbers of community volunteers, through to personal experience of our services and suggestions and comments to inform improvement of our offer. Information is reviewed by the senior management team on a six-weekly basis and in turn by the Board of Trustees and Finance Sub-committee at their quarterly meetings.

15) If your project will continue after the Wiltshire Council funding runs out, how will you continue to fund it?

A portion of the project costs are capital expenditure and will be listed as assets.

In terms of revenue funding, our income streams are very diverse and we vigorously fundraise in all areas. Our experience shows that once a group is established and has made connections with the local community, we enjoy a lot of support and good will and members/participants feel ownership of their group, which also translates into financial support and/or sponsorship. This will help to sustain the Memory Café after any grant-funding is spent. Support from volunteers also means that we can run our services efficiently and with minimum staffing costs, which contributes to sustainability.

16) If this application forms part of a larger project (eg building a new village hall) please state what the project is and approximately how much the overall project will cost

This funding application is part of a major project to renovate and refurbish The Old Silk Works in Warminster to provide a centre that will incorporate a range of community projects to support people living in the local area to live well with dementia. The total capital cost of the project is £206, 994.00.

## 17. DECLARATION

**Supporting information - Please confirm that the following documents will be available to inspect upon request (You DO NOT need to send these documents to us):**

### Quotes:

- I will make available on request the quotes for this project. We require: 1 quote for individual project costs over £500 & 2 quotes for project costs over £1000 (Individual project costs are listed in the expenditure section above) \*required field

### Project/Business Plan:

- For projects over £50,000: I will make available on request a **project or business plan** (including estimates) for projects where the **total project cost** (as declared in the financial section above) exceeds £50,000 (tick only when total project cost exceeds £50,000).

### Accounts:

- I will make available on request the organisation's **latest accounts** \*required field, if inserted data at Q.10a

### Constitution:

- I will make available on request the organisation's **Constitution/Terms of Reference** etc. \*required field

### Policies and procedures:

- I have all the **necessary and relevant** policies and procedures such as Child Protection, Safeguarding Adults, Public Liability Insurance, Access audit, Health & Safety and Environmental assessments in place and will make them available on request. \*required field

### Other supporting information (Tick where appropriate, for some project these will not be applicable):

- I will make available on request evidence of ownership of buildings/land
- I will make available on request the relevant planning permission for the project.
- I will make available on request any other form of licence or approval for this project has been received prior to submission of this grant application.

### And finally... \*required field

- The information on this form is correct, that any award received will be spent on the activities specified.

Signature	Name	Position	Date
	Nicky Thomas	Trusts & Foundations Manager	28/02/2018