

Health and Wellbeing projects and activities FUNDING APPLICATION

1. Applicant:

| | |
|---------------|---|
| Name | JAMES LAW |
| Organisation | MELKSHAM & DISTRICT FORUM 55+ |
| Address | 11 DEVONSHIRE PLACE, MELKSHAM, SN12 7DW |
| Phone number | 07845430035 |
| Email address | lawfj@sky.com |

2. Amount of funding required from the Area Board:

| | |
|--|-----|
| £0 - £1000 | 700 |
| £1001 - £5000 | |
| Over £5000 (please note – our grants will not normally exceed £5000) | |

3. Are you applying on behalf of a Parish Council?

| | |
|-----|----|
| Yes | |
| No | NO |

4. If yes, please state why this project cannot be funded from the Parish Precept?

5. Project title?

6. Project summary: (100 words maximum)

Beginning January 2019 & in line with Melksham's Age Friendly objectives, Melksham & District Seniors Forum 55+ (called Forum 55 throughout), is concerned about the increasing incidence of isolation among our older citizens. This has become more prevalent in the outlying villages & communities exasperated by the current reductions in services and public transport availability. Melksham Town has a wide array of social activities with over 40 active clubs and associations, many of which are out of the reach of the parishes due to publicity and logistic issues. To combat this proven danger to health and wellbeing Forum 55 has decided to embark upon practical ways to reduce its incidence and effects during a phased

outreach program merged in with our SW Seniors Grant Tea & Talk Program in cooperation with and advice from other local programs

7. Which Area Board are you applying to?

Melksham

8. What is the Post Code of the place where your project is taking place?

various

9. Please tell us which themes best describe your project:

- | | |
|--|---|
| <input checked="" type="checkbox"/> Intergenerational projects | <input type="checkbox"/> Heritage, history and architecture |
| <input checked="" type="checkbox"/> Older People Support/Activities | <input checked="" type="checkbox"/> Inclusion, diversity and community spirit |
| <input checked="" type="checkbox"/> Carers Support/Activities | <input type="checkbox"/> Environment, recycling and green initiatives |
| <input checked="" type="checkbox"/> Promoting physical and mental wellbeing | <input checked="" type="checkbox"/> Sport, play and recreation |
| <input checked="" type="checkbox"/> Combating social isolation | <input type="checkbox"/> Transport |
| <input checked="" type="checkbox"/> Promoting cohesive/resilient communities | <input type="checkbox"/> Technology & Digital literacy |
| <input checked="" type="checkbox"/> Arts, crafts and culture | <input type="checkbox"/> Other |
| <input type="checkbox"/> Safer communities | |

If Other (please specify)

10. About your project

Please tell us about your project (a strong application will address all of the following):

How does your project support local needs and priorities?

This Forum 55+ initiative is designed to combat social isolation and loneliness, promote individual activity, enable interactivity across the various parishes and communities that comprise the Greater Melksham District and promote intergenerational communication

How many older people/carers do you expect to benefit from your project?

Current F55+ activities attract from 30 to 60 at our film club, 15 to 25 at the Riverside Thursday Club, 20 to 30 at the Forest Community Centre Monday Club and special activities such as Older Persons Day, Christmas Parties and Community events attract hundreds. However we need to attract participation of the outlying communities and anticipate increasing numbers by at least 50.

How will you encourage volunteering and community involvement?

This outreach program entails a Road Show stopping off at Parish and Village Halls to create awareness of what activities are available in the area and at the same time request attendees to state what activities they would like participate in, whether existing or new activities. To encourage public participation we will issue ID Cards to those over 55 that can be used to obtain service or purchase discounts of upto 10% from the participating businesses.

How will you ensure your project is accessible to everyone (for example: people living with a disability or on low incomes, or vulnerable, or socially isolated etc.)?

Forum 55+ does not charge entry fees to any activity but does have a donation box at most events but there is no pressure on anyone to donate. Where possible we will revert back to our previous transport arrangements and utilize the local volunteer bus service. In cases where the numbers are small or individuals require wheel chair accessible taxis these will be arranged in advance.

How will you work with other community partners?

This is a fundamental foundation stone of our outreach project. We will work closely with other local groups, charities and clubs to ensure that we are able to offer participants the best of what activities are available in Greater Melksham. In particular our outreach program will cooperate with Young Melksham to increase intergenerational communication, cooperation and understanding. Each Parish has community groups and activities and our program will encourage cross boundary participation and cooperation.

11. Safeguarding

Please tell us about how you will protect and safeguard vulnerable people in your project (You must address all of the following):

- Please provide evidence of your commitment to safeguarding and promoting the welfare of older/vulnerable people and their carers.
- How do you make sure staff and volunteers understand their safeguarding responsibilities?
- Who in your organisation is ultimately responsible for safeguarding?

F55+ has a long standing policy regarding safeguarding. As evidence of this we have a management committee member who is licensed and experienced in the area of safeguarding who will be attending each outreach venue.

All F55+ paid staff such as those providing exercise classes & dance and our program facilitators from Wiltshire Users Network (WSUN) and our volunteers are versed in and kept up to date in respect of our safeguarding responsibilities

Ultimate responsibility for safeguarding lies with Mo Hatter who is a Management Committee member and qualified & experienced in the field. Mo reports directly to the F55+ Chair Jim Law in respect of all matters relating to Safeguarding

12. Monitoring your project.

How will you know if your project has been successful? *required field

F55+ has hired the services of WSUN to (a) Measure Outcomes and (b) Produce a report on the efficacy of the outreach program stating statistics and anecdotal data. This report will be made available to Grantors

Project specific financial accounting will be scrutinized and reported upon by a qualified person – Sheila Pickett and a report will be made available to Grantors

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

The project will terminate on 15 December 2019

14. If this application forms part of a larger project (eg a community navigation project), please state what this project is and approximately how much the overall project will cost?

Whilst this project is integral to the overall F55+ program it is organized as a stand alone project but its outcomes will affect our overall program menu in 2020

15. Finance:

15a. Your Organisation's Finance:

Your latest accounts:

Month Year

Total Income:

£ 1286.10

Total Expenditure:

£ 1290.52

Surplus/Deficit for the year:

£ 4.42-

Free reserves currently held:

(money not committed to other projects/operating costs)

£ 0

Why can't you fund this project from your reserves:

Our committed reserves of £1956 are ring fenced for the provision of 12 months currently scheduled and delivered activities including Film Club, Monday Club, Thursday Club and special events

15b. Project Finance:

Total Project cost £

Total required from Area Board £

Expenditure £2150

Income £1450

Tick if income confirmed

NB. If your organisation
reclaims VAT you should
exclude VAT from the
expenditure

(Planned Income [help](#))

(Planned project costs [help](#))

| | | | | |
|------------------------|-------------|---------------|-------------|-------------------------------------|
| Facilitator/Outcomes | 500 | H&W(MAB) | 700 | <input type="checkbox"/> |
| Printing & Advertising | 245 | MWPC | 500 | <input type="checkbox"/> |
| Transport | 100 | SW FOUNDATION | 950 | <input checked="" type="checkbox"/> |
| Hall Hire | 294 | Volunteers | 1250 | <input checked="" type="checkbox"/> |
| Materials & ID Cards | 301 | | | <input type="checkbox"/> |
| Refreshments | 300 | | | <input type="checkbox"/> |
| Accounting | 60 | | | <input type="checkbox"/> |
| Contingency | 300 | | | <input type="checkbox"/> |
| Volunteers | 1250 | | | <input type="checkbox"/> |
| | | | | <input type="checkbox"/> |
| Total | 3400 | Total | 3400 | |

16. Have you or do you intend to apply for a grant for this project from another area board within this financial year? *required field

financial year? *required field

NO

No

17. Please list which area boards you are intending to apply, including this one (You can apply to a maximum of 3 Area Boards for the same project in a financial year) *required field, if Yes to Q11.

Melksham

18. 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 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)

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**

Constitution:

I will make available on request the organisation's Constitution/Terms of Reference etc.

Policies and procedures:

I will make available on request the necessary and relevant policies and procedures such as Child Protection, Safeguarding Adults, Public Liability Insurance, Access audit, Health & Safety and Environmental assessments.

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...

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