

Health and Wellbeing projects and activities FUNDING APPLICATION

1. Applicant:

Name	Len Turner, Dave Reeves, Francis Ballinger
Organisation	Health, Wellbeing and Social Care Steering Group, Warminster
Address	C/O Old Persons Champion, 4, Broxburn Rd., Warminster
Phone number	01985 300316
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2. Amount of funding required from the Area Board:

£0 - £1000	
£1001 - £5000	£1,950
Over £5000 (please note – our grants will not normally exceed £5000)	

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

Yes	
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)

This project is the first of a portfolio of interventions led by the Warminster Area Health and Wellbeing Group. An information gap exists between those who need non-clinical health, wellbeing and social care support and those organisations best placed to help. This work will help to close the information gap by offering a choice of access (internet, phone and face to face) by signposting to services, organisations and sources of help / advice.

7. Which Area Board are you applying to?

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

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

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

Many citizens are unaware of the availability of support despite the existence of helpful local websites such as the Town Council's and Healthwatch Wiltshire's 'Your Care, Your Support' site. In addition, some residents are unwilling or unable to access such information online, preferring personal contact and signposting, which helps them clarify the questions asked. Additionally, it can be difficult for village residents to access facilities at times that facilities are open.

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

While some older people are comfortable with accessing information online, many are not. It can be difficult for those who are adept at, or have no access to IT to appreciate the difficulties and lack of advantage faced by those who cannot or are reluctant to access information online. The aim of this project is to enable community area residents to access the information they need - for those with restricted mobility, older people and carers, the flexibility of seeking help by telephone will be a real plus. The provision of a computer, with links to Healthwatch etc, (Your Care Your Support) and Age UK (Wiltshire) will augment the current service provided by Cornerstone.

How will you encourage volunteering and community involvement?

The plan is to expand the role of the Community Hub in the Central Car Park to include information and signposting to health, wellbeing and social care advice, support and provision. This will be achieved through the access existing local, regional and national websites; physical information (leaflets etc.) held in the Hub; the local knowledge of volunteers, some of whom may already be volunteering in the Community Hub. One area of the Hub will be dedicated to the display of relevant printed literature, and will be equipped with a table and chairs. Telephone access, with its own phone number, will be available during Hub opening hours and an email address will facilitate online enquiries. A laptop will be available to enable relevant sites to be browsed. The launch will be advertised in the Warminster Journal and on Warminster Community Radio, and will include an appeal for additional volunteers to support the enhanced service.

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.)?

Multiple access routes (face-to-face; phone, email and internet) will help meet the needs of the community. The scope will be limited to the provision of information and signposting and will not promote, recommend or favour individual providers, or offer advice. The service will be freely accessible to all.

How will you work with other community partners?

A number of locally-based organisations focus on other needs including Citizens Advice Wiltshire (who give only nationally-focussed advice on Tuesday only, from 10.00 to 15.00); Cornerstone (Monday, Wednesday and Friday from 10.00 to 12.30); and the Civic Centre and the Library who have limited leafletting. These organisations all have an important role in supporting the community, but the aim of this project is to provide a single focal point for all health, wellbeing and social care issues with referrals from the other organisations as well as medical practices, social services and the hospital. The pivotal location of the Community Hub, coupled with its longer opening hours (Mon/Wed/Thu 10.00 to 16.00 and Tue/Fri/Sat 10.00 to 13.00) will offer an accessible, efficient and convenient service.

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?

The service will be limited to information and signposting - no advice will be provided avoiding the need for indemnity insurance. Whilst every effort will be made to ensure that information provided is up-to-date and accurate, the ultimate responsibility will remain with the source organisations, both in terms of printed literature and website content. A comprehensive range of health, wellbeing and social care signposting will be offered to allow for maximum choice and to ensure impartiality.

Anyone using the Community Hub is protected by full public liability insurance and volunteers providing the service are protected by employer's liability insurance which has specifically sourced to provide cover for volunteers. These insurance are maintained by the Warminster & Villages Community Partnership/Warminster & Villages Development Trust. Ultimate responsibility for the premises rests with the Development Trust and the responsibility for services delivered through the Community Hub rests with the Community Partnership.

12. Monitoring your project.

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

Success may be measured in a number of different ways. The first stage is to effectively publicise the availability of the service which may be measured by surveys, by footfall and anecdotally. The effectiveness of the service will be harder to measure, as in line with existing Community Hub practice, no record of individual names and any other identifiable confidential information will be kept. Every effort will be made to record the number of people accessing the service each month. An indirect indication may be measured by the service providers who are approached as a result of signposting.

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

If, as anticipated this service proves to be of value to the community, the Area Board's Community Area Health and Wellbeing Group will endeavour to identify sources of funding that will ensure the project's sustainability.

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

Not applicable

15. Finance:

15a. Your Organisation's Finance: The Area Board's Warminster Community Area Health and Wellbeing Group has no independent financial standing and no accounts or financial data. All finances for this project would be held, administered and accounted for by the Warminster & Villages Community Partnership – (Treasurer Cllr Pip Ridout)

Your latest accounts:

Month Year

Total Income:

£

Total Expenditure:

£

Surplus/Deficit for the year:

£

Free reserves currently held:

(money not committed to other projects/operating costs)

£

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

.

We are a small community group and do not have annual accounts or it is our first year:

15b. Project Finance:

Total Project cost £

Total required from Area Board £

Expenditure **£** **Income** **£** **Tick if income confirmed**

NB. If your organisation
reclaims VAT you should
exclude VAT from the
expenditure
(Planned project costs [help](#))

(Planned Income [help](#))

Laptop PC including	800.00			<input type="checkbox"/>
software & maintena				<input type="checkbox"/>
Printer	110.00			<input type="checkbox"/>
Telecoms line	205.00			<input type="checkbox"/>
Journal advert	180.00			<input type="checkbox"/>
Display boards	270.00			<input type="checkbox"/>
Telecoms kit	25.00			<input type="checkbox"/>
Telecoms charges	60.00			<input type="checkbox"/>
Printed Leaflets	300.00			<input type="checkbox"/>
				<input type="checkbox"/>
Total	1950	Total		

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

- Yes
 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.

Warminster

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.