

Grant Applications for Melksham on 03/09/2019

ID	Grant Type	Project Title	Applicant	Amount Required
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ID	Grant Type	Project Title	Applicant	Amount Required
725	Youth	Re-Cycle Wiltshire	Wiltshire Wildlife Trust	£4000.00

Submitted: 01/08/2019 11:06:31

ID: 725

Current Status: Application Appraisal

To be considered at this meeting:

tbc contact Community Area Manager

1. Which type of grant are you applying for?

Youth

2. Amount of funding required?

£501 - £5000

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

No

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

N/A

5. Project title?

Re-Cycle Wiltshire

6. Project summary:

The Repair Academy is a financially independent project parented by Wiltshire Wildlife Trust working to help at-risk youth groups and school children develop experience and skills - providing opportunity and learning through accomplishing focused group activity. The Re-Cycle Wiltshire bike scheme gives small groups of young people access to an instructor-led bike rebuilding course and provides them with the tools and instruction to safely and professionally re-build their own bike which they can keep upon completion of the course.

7. Which Area Board are you applying to?

Melksham

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

SN12 7NY

9. Please tell us which theme(s) your project supports:

Informal education
Youth work/development
Employment or training
1:1/group work

If Other (please specify)

10. Finance:

10a. Your Organisation's Finance:

Your latest accounts:

03/2019

Total Income:

£60427.00

Total Expenditure:

£106261.00

Surplus/Deficit for the year:

£-45834.00

Free reserves currently held:

(money not committed to other projects/operating costs)

£0.00

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

We currently have no reserves to draw from for this budget.

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

10b. Project Finance:

Total Project cost		£8000.00		
Total required from Area Board		£4000.00		
Expenditure (Itemised expenditure)	£	Income (Itemised income)	Tick if income confirmed	£
Safety equipment	1000.00	Grant match funding		4000.00
Tools	2000.00			
Parts	2500.00			
Bikeability course	800.00			
Staff costs (including Mileage)	1700.00			
Total	£8000			£4000

11. Have you or do you intend to apply for a grant from another area board within this financial year?

Yes

12. If so, which Area Boards?

Calne
Trowbridge

13. DECLARATION

Supporting information - Please confirm that the following documents will be available to inspect upon request:

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:

Yes, 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).

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

And finally...

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

Melksham Re-cycle Wiltshire application - Local Youth Grant Detail

Started on: 01/08/2019

Current Status: Application Received

To be considered at this meeting:

tbc contact Community Area Manager

1. Project title? (Max. 8 words Eg. Tinkleton Village Youth Transport Project)

Re-Cycle Wiltshire

2. Project summary: (100 words)

The Repair Academy is a financially independent project parented by Wiltshire Wildlife Trust, working to help at-risk youth groups and school children develop experience and skills - providing opportunity and learning through accomplishing focused group activity.

The Re-Cycle Wiltshire bike scheme gives small groups of young people access to an instructor-led, bike rebuilding course and provides them with the tools and instruction to safely and professionally re-build their own bike, which they can keep upon completion of the course.

3. Amount of funding required:

£1001 - £5000

4. Which Area Board are you applying to? Not sure? -[check on a map](#)

Melksham

5. What is the Post Code of where the project is taking place?(If the application is for something that will move around to different locations please insert the post code for where it will be based for the majority of the time.)

SN12 7NY

6. Please tell us which theme(s) your project supports:

Informal education

- Youth work/development
- Sport/Leisure
- Residential
- Arts/Culture
- Employment or training
- 1:1/group work
- Community Project
- Community Safety
- Volunteering
- Environment
- Health
- Other

If Other (please specify)

7. 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?

How have young people been involved in your project so far?

How many young people do you expect to benefit?

How will your project be accessible and affordable?

How will you encourage volunteering and community involvement?

How will you ensure your project is accessible to everyone (Disabled, low incomes, vulnerable, etc.)

How will ensure your project is inclusive?

How will you work with other community partners?

We are requesting funding to initiate our Re-Cycle Wiltshire bike project in Melksham, with a start date in September/October this year for the autumn school half term.

This is a project that we have not yet started in Wiltshire, but in the Melksham area, we are hoping to provide placements for 20 young people to take part in the Bike rebuilding course at two sites, yet to be officially confirmed - The Canberra Centre, and Oak School.

If we are successful in this funding bid, it will cover all costs of the project and as such participants will incur no costs what so ever. The Re-Cycle Wiltshire project will provide a free opportunity for at-risk young people in Melksham to focus on a practical, hands-on, supervised project from start to finish.

This is particularly useful for young people with difficulties engaging in mainstream education and those with additional needs, as it reinforces content retention, provides multi-sensory instruction, gives time for student-peer interaction, and allows for a deeper understanding a topic - in this case bicycle mechanics.

The participants will be able to attend for extended periods or for as long as the youth group, school, or college are able to allow time for the attending young person. On completion of the course the participant will be able to take the completed bicycle home at no extra cost. In addition they will be provided with a bicycle helmet and a short training session nearby for cycling safety and awareness. All of the young people will be encouraged to attend a local Bikeability course provided by Wiltshire Council for more extensive bike training.

This project will be inclusive and open to any young person, however we are intentionally aiming the project towards at-risk youth and will be working with local youth leaders and youth groups to direct the project towards those who will most benefit. It will provide opportunities for young people to improve their interpersonal skills, to develop listening and gain confidence from working and interacting with others as well as enhancing skills in cooperation - forging friendships as they do so

Ultimately the project will provide a service by improving employability, providing an achievement record for school-college and generating access to local volunteering opportunities for local people.

By acting as a recycling service for Hills Waste, Wiltshire Constabulary and members of the public; which is where we shall be sourcing the scrapped bikes, this scheme we will ultimately be preventing hundreds of bicycles from

being disposed of or dumped in the region each year and in a broader sense this shall provide a service by reducing the environmental impact from producing new bicycles.

Re-Cycle Wiltshire will also be Promoting the continued health benefits of using a bicycle and provide guidance on the safe use of suitable equipment, bicycle safety and cycling awareness. We are also working to promote the health benefits of cycling in general through planned local cycling events in association with Wiltshire Wildlife Trust in the Melksham region and further afield.

We further believe that by providing reclaimed safe bicycles for people on low incomes we are encouraging families to cycle together, which we hope will improve family wellbeing across the region. As an environmentally focused organization this project allows the Repair Academy to promote the environmental benefits of using a bicycle for short journeys instead of using a car, which will help work towards improving the air quality and local environment of Melksham. Through our social media and wider press outreach we shall be championing Melksham town with their involvement in a scheme that not only helps young people but also helps the environment too.

8. Safeguarding

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

Please evidence your commitment to safeguarding and promoting the welfare of children and young people.

How do you make sure staff and volunteers understand their safeguarding responsibilities?

Are staff and volunteers Disclosure and Barring Service (DBS) checked and do you hold a central record of this as well as details of staff references.

Who in your organisation is ultimately responsible for safeguarding?

How do you ensure that young people are kept safe online when accessing your services?

Wildlife Trust WWT and the Repair Academy are fully committed to safeguarding the welfare of all children, young people and vulnerable and protected adults. We recognize that everyone is entitled to the right of a safe, positive and enjoyable environment. Staff and volunteers will work together to encourage the development of an ethos which embraces difference and diversity and respects the rights of children, young people and vulnerable adults.

We acknowledge our duty to act appropriately to any allegations, reports or suspicions of abuse and ensure that all staff and volunteers understand their legal and moral responsibility to protect children, young people and vulnerable adults from harm abuse and exploitation.

We ensure Safe Recruiting procedures are always followed; including criminal record checks, disclosure and barring checks and the take up of references and that all staff and key volunteers will undertake Safeguarding training as appropriate for their role.

All staff and volunteers understand their responsibility to work to the standards that are detailed in the organizations Child Safeguarding Procedures and Vulnerable Adults Safeguarding Procedures and work at all times towards maintaining the highest standards of practice.

The Repair Academy and WWT ensure that staff and volunteers understand their duty to report all concerns, allegations and suspicions of harm or abuse regarding a child, young person or vulnerable adult to the Trusts Designated Safeguarding Officers DSOs.

All allegations will be taken seriously and responded to swiftly fairly and appropriately. At all times we ensure the engagement of two DSOs, whose role is to provide staff and volunteers with a point of contact regarding training and advice on all Safeguarding matters. WWT and the Repair Academy's safeguarding practices reflect statutory responsibilities both national and local and government guidance complying at all times with best practice and regulatory requirements. We make sure that children, young people and vulnerable adults are enabled to express their ideas and views on a wide range of issues and have access to the organizations complaints procedure and that parents, carers, guardians and partner agencies are involved in the work of the organization and when requested have access to all guidelines and procedures.

All confidential records relating to safeguarding matters are maintained and stored securely in accordance with the General Data Protection Regulation GPDR and Data Protection Act 2018 and in line with WWT GPDR Policy and practice. All records should be as detailed and accurate as possible.

Finally we ensure the Safeguarding Steering Group which is chaired by a WWT Trustee meets on a regular basis to provide an overview and strategic direction with regard to WWT policies and procedures to protect children, young people and vulnerable adults.

9. Monitoring your project

How will you know if your project has been successful?

The participants of the course will be monitored throughout the duration of the program through various methods. At the start of the course each participant will be given a short survey to complete, which details their expectations of the course and how confident and happy they are feeling initially.

At the end of every session there will be a checklist of activity learning that each young person will tick off and will highlight where further help or focus may be needed in the next session. These learning plans will be designed to allow the session leaders to see where any participant may need more help.

There will be various evaluation and monitoring forms for the participants to complete at the end of the course, which will detail the learning journey, confidence building and progress over time.

Most importantly the outcome and successful completion of the project will be evidenced in the fully repaired and safely functional bikes that each student will build. A completed bike will show the young person has finished the project well. Finally the participants will be signed off as successfully completing the project and they will be presented with a certificate and a bike lock and helmet.

10. Finance: if you are a new organisation and don't have accounts leave blank and tick box below

10a. Your Organisation's Finance:

Your latest accounts:

03/2019

Total Income:

£60427.00

Total Expenditure:

£106261.00

Surplus/Deficit for the year:

£-45834.00

Free reserves currently held:

£0.00

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

We currently have no reserves to draw from for this budget.

10b. Project Finance:

Part One: *required

Total Project cost [help](#) £8000.00

Total required from Area Board £4000.00

Part Two: Please itemise your project expenditure and project income *required

Itemised Expenditure eg Materials help	£	Itemised Income eg Our reserves	£	Income confirmed?
Safety equipment	£1000.00		£	
Tools	£2000.00		£	
Parts	£2500.00		£	
Bikeability course	£800.00		£	
Staff costs (including Mileage)	£1700.00		£	
Total	£4000.00	Total	£	

We have applied for the remaining £4,000 for this project through match funding from the Melksham Council. If this match funding is unsuccessful or this application the Youth Area Board is unsuccessful, we will attempt to deliver one of the proposed two courses in the Melksham area. If we cannot raise the full

£8,000 it will reduce our offering and could delay our delivery but we shall attempt to do what we can with the money we raise.

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

yes

12. Tick all the Area Boards to which 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)

- Amesbury
- Bradford on Avon
- Calne
- Chippenham
- Corsham
- Devizes
- Malmesbury
- Marlborough
- Melksham
- Pewsey
- Salisbury
- Southern Wiltshire
- South West Wiltshire
- Tidworth
- Trowbridge
- Warminster
- Westbury
- Royal Wootton Bassett & Cricklade

13. DECLARATION

Supporting information

Do you have the following (please tick any that apply):

- Child Protection Policy
- Safeguarding Children
- Procedure for dealing with an allegation against a member of staff or a volunteer
- Complaints Procedure
- Public Liability Insurance
- Health & Safety
- Whistle blowing policy
- Internet use policy
- Constitution
- Annual Accounts
- Business/Project Plan (For projects where total project cost is over £50,000)

Legal declaration



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