

## Health and Wellbeing projects and activities FUNDING APPLICATION

### 1. Applicant:

Name	Brian Warwick
Organisation	Melksham and District Seniors Forum
Address	2 Orchard Gardens, Melksham
Phone number	
Email address	Brian.warwick@mac.com

### 2. Amount of funding required from the Area Board:

£0 - £1000	X
£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	X

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

### 5. Project title?

### 6. Project summary: (100 words maximum)

Melksham Seniors run monthly activity sessions for over 55's within the Melksham area for their health and wellbeing. We provide transport to and from the venue and put on a range of activities for them to participate in. Our aim is to target isolated and lonely people and to promote their physical and mental wellbeing, by combating social isolation and using arts, crafts and culture, digital literacy, sports, play and recreation.

### 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:**

<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 checked="" 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 checked="" type="checkbox"/> Transport
<input checked="" type="checkbox"/> Promoting cohesive/resilient communities	<input checked="" type="checkbox"/> Technology & Digital literacy
<input checked="" type="checkbox"/> Arts, crafts and culture	<input type="checkbox"/> Other
<input checked="" 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?

We are aware that Melksham has a high level of social isolation and loneliness and our activity club aims to tackle this. Our clubs are widely promoted and take place every month in an area of high deprivation. We organise transport to and from the venue so there are no barriers to taking part. We work with care home and sheltered housing organisations to reach out to our most vulnerable in the community.

Our group undertakes activities such as sing-a-longs, a variety of sports, dancing and much more.

In order for us to continue our work within the community, we need to meet the fees of the facilitators, cost of the venue, transport costs and the cost of equipment.

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

We hold our activities once per month and regularly exceed 40 - 50 attendees.

How will you encourage volunteering and community involvement?

Melksham Seniors is run by volunteers. We are always looking for more local volunteers to help out at and would actively encourage this.

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.)?

As previously stated, the transport is free and we only request a donation for taking part.

How will you work with other community partners?

We already work with sheltered housing, care homes, care providers, town and parish councils, Wiltshire Council, the community transport, plus many, many other organisations.

## 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?

We have support for carers from Mears and from Wiltshire and Swindon Users Network.

We have a full safeguarding policy and public and third party insurance.

**12. Monitoring your project.**

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

By continuing to see high attendances.

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

We ask for a small donation up to £3 from each attendee, how ever, this is not mandatory. We also put grant applications into many other local organisations.

**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**

**15. Finance:**

**15a. Your Organisation's Finance:**

**Your latest accounts:**

Month  Year

**Total Income:**

£

**Total Expenditure:**

£ 6985.25

**Surplus/Deficit for the year:**

£ -1191.56

**Free reserves currently held:**

**(money not committed to other projects/operating costs)**

£ 1221.40

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

Our reserves are already allocated to other projects

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

**15b. Project Finance:**

Total Project cost £ 450.00

Total required from Area Board £ 450.00

**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](#))

Hall hire costs	450.00			<input type="checkbox"/>
				<input type="checkbox"/>
				<input type="checkbox"/>
				<input type="checkbox"/>
				<input type="checkbox"/>
				<input type="checkbox"/>
				<input type="checkbox"/>
				<input type="checkbox"/>
				<input type="checkbox"/>
				<input type="checkbox"/>
<b>Total</b>	<b>450.00</b>	<b>Total</b>		

**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.

## 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.

