

Health and Wellbeing projects and activities FUNDING APPLICATION

1. Applicant:

Name	Caroline Hukins
Organisation	Hazel Hill Trust
Address	Martin & Co, 2 Victoria Grove, Bridport, DT6 3AA
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2. Amount of funding required from the Area Board:

£0 - £1000	
£1001 - £5000	£3000
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)

A series of volunteering events that use hands-on active conservation work to promote health and wellbeing. We will invite older people to a monthly volunteering day doing conservation work in Hazel Hill Wood. It will be promoted to older people at risk of social isolation, depression, declining health; and people with physical or mental health issues. There will be a range of tasks appropriate to the different abilities of participants, with a shared lunch as part of the day.

We also offer bespoke days for specific groups, eg: people with Alzheimers. These days are developed in partnership with relevant organisations.

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 type="checkbox"/> Intergenerational projects	<input type="checkbox"/> Heritage, history and architecture
<input checked="" type="checkbox"/> Older People Support/Activities	<input 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 type="checkbox"/> Sport, play and recreation
<input checked="" type="checkbox"/> Combating social isolation	<input type="checkbox"/> Transport
<input type="checkbox"/> Promoting cohesive/resilient communities	<input type="checkbox"/> Technology & Digital literacy
<input 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?

As people live longer, it places a growing burden on services to provide for people living longer with declining physical and mental health, and addressing social isolation and a lack of local support, as families are typically more dispersed and many people live alone after a partner is deceased. Older people are often isolated, find travelling difficult, may go for several days without seeing other people, may struggle to find reasons or opportunity to stay physically and mentally active, which would improve their state of mind and physical health if they could do it. Our intervention will give an opportunity suitable for all abilities to get outside, doing a physical activity with purpose and pleasure in it, which can be accessed on a regular basis, thus creating continuity, a rhythm of activity, and giving something to look forward to. This would seem to speak directly to the needs of older people as discussed at the Area Board on 16 Feb 2017.

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

200. We anticipate that the monthly conservation day will appeal to around 50-100 older citizens, though not all of those will attend each time.

In addition, a bespoke day developed for a group with shared need (such as a day for Alzheimer's patients plus their carers), developed in conjunction with a local organisation, would typically attract 20 participants. We plan to run at least 5 such days in partnership with groups working with the older community, with a reach of approx. 100 people.

How will you encourage volunteering and community involvement?

Through networking with other community organisations, PR and publicity in local press, radio etc, flyers distributed around libraries, doctors surgeries, community groups, through word of mouth, through our own website and social media.

We have relationships with local health and social care organisations who will help to raise awareness of the opportunity being offered at Hazel Hill Wood.

We know from experience that once people come to the wood, they are very likely to come again, and to develop an ongoing relationship with us. So the challenge is to ensure our target audience hear about us, and are encouraged/supported to come that first time.

We will provide transport where it is needed, we will encourage/incentivise 'bringing a friend', and we will ensure that those people who run groups aimed at our target audience are aware of the Conservation for Wellbeing programme.

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.)?

The project is aimed exactly at people with these issues. We are raising funds in order to pay for transport to the wood, for those who cannot get there any other way.

We have experienced leaders who are well-used to offering a range of activities that are suitable for people with differing physical abilities and different levels of experience and understanding when it comes to conservation tasks. There will always be something that is appropriate to each individual.

We will promote the programme through local press, and also through alerting doctors surgeries, social workers, community groups that work with the elderly and those in poor health, in order to reach the target audience. We will make sure that flyers and other promotion are carefully developed and targeted with access in mind.

We have different areas of the wood that are more or less accessible, and so depending on the individuals involved, we would plan work or mealtimes in the areas that are easiest to reach.

How will you work with other community partners?

We already have relationships with a number of community groups who work with these audiences, and a number of people have been to the wood who fit the target demographic. We will begin with these, so that people hear of our programme through word of mouth and trusted sources. We will also seek their advice as to where we can most usefully network, give talks, place flyers, send our promotional materials. We hope the Council might also provide introductions to community groups for older people that they may be aware of.

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 a safeguarding policy, which is in process of being revised and updated (to be supplied in the next month). Staff and volunteers are all briefed on the policies, and we have 2 safeguarding leads within the staff team, who are learning / training with other staff members. Kate and Jenny are the staff leads; Marcos Frangos is ultimately responsible (General Manager and executive trustee).

12. Monitoring your project.

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

- We give an evaluation form at the end of each session
- We keep a record of numbers taking part in each day.
- Our own staff feedback to us with information such as whether conservation tasks have been appropriate to the abilities of participants, whether conservation objectives have been met
- We are developing a mechanism to monitor state of mind/wellbeing at the beginning of a day, and again at the end, to monitor the impact of spending time at the wood.

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

We are in process of applying to trusts and foundations for funding. The trustees are very committed to this work and will ensure it continues to be supported.

The costs will reduce after year one, as the programme will achieve some momentum of its own, and more people are likely to join us through word of mouth, rather than the more costly tools of cold-promotion. The costs of supplying tools will decrease after the first year, as once bought, tools can be re-used.

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

This is a discrete project in its own right. We evaluate all our work, and if the demand is there, there is scope to expand and offer more events to this audience. For example, we would like to develop some inter-generational events in the wood. However that is a little further down the line.

15. Finance:

15a. Your Organisation's Finance:

Your latest accounts:

Month Year

Total Income:

£

Total Expenditure:

£ 103207

Surplus/Deficit for the year:

£ 73090

Free reserves currently held:

(money not committed to other projects/operating costs)

£ 28104

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

Our level of free reserves is prudent for a charity at an early stage of development, as we are, and we are conscious that we could very easily spend them on a lot of projects that we would like to undertake, in a very short space of time! We feel it is wiser to progress with projects that attract external funding, and to delay or shelve those that don't, and to maintain this modest level of reserves for unforeseen issues. Securing external funding is prudent both in that it enables us to offer programmes on an affordable basis for the charity, but also because it affirms that we are meeting a need that is recognised by others.

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

15b. Project Finance:

Total Project cost £ 10360

Total required from Area Board £ 3000

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](#))

sessional staff (30 da	6400	Wiltshire Council	3000	<input type="checkbox"/>
materials (conservati	500	D'Oyly Carte Trust	5000	<input type="checkbox"/>
travel expenses (staf	200	Gordon Fraser Charit	2000	<input type="checkbox"/>
transport (bringing pe	500			<input type="checkbox"/>
social media/PR	500			<input type="checkbox"/>
planning and set up c	720			<input type="checkbox"/>
contribution to manag	940			<input type="checkbox"/>
print costs (flyers)	500			<input type="checkbox"/>
				<input type="checkbox"/>
				<input type="checkbox"/>
Total	10360	Total	10,000	

(the planned income is not yet

confirmed and may not materialise in full; but we continue to fundraise to meet all the costs of the programme. In the event that we raise less than the full cost, we would deliver a slimmed down version of the programme outlined.)

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.