Health and Wellbeing projects and activities FUNDING APPLICATION

1. **Applicant:**

Name	Rebecca Seymour
Organisation	Wiltshire Music Centre
Address	Ashley Road, Bradford on Avon, BA15 1DZ
Phone number	01225 860110
Email address	Rebecca.seymour@wiltshiremusic.org.uk

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

£0 - £1000	
£1001 - £5000	£1,500
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?**

Celebrating Age Wiltshire

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

Celebrating Age Wiltshire Partnership, led by Wiltshire Music Centre, is in its second year providing a programme of arts/cultural events in 6 Wiltshire communities in libraries and community settings.   The Project Development Worker (PDW) has developed a programme of work in each community in consultation with the CEMs, Older People's Champions and existing groups of older people and representatives of charities working with these groups.

The programme involves regular monthly activity in small, local community settings, village halls, library hubs, delivered through a range of arts such as:
- live performance, music, dance, poetry, theatre, presentations
- Participatory work – art, pottery, making,
- Longer project work using facilitated words and creativity
- Local history, museum memorabilia and handling collections

The programme is being delivered in partnership with the arts/cultural organisations involved in the bid.

We are seeking a small contribution from each Area Board where activity will be taking place for the second year of the project.

7. Which Area Board are you applying to?

Calne ▾

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

SN11 0RD

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

☐ Intergenerational projects

☑ Older People Support/Activities

☑ Carers Support/Activities

☑ Promoting physical and mental wellbeing

☑ Combating social isolation

☑ Promoting cohesive/resilient communities

☑ Arts, crafts and culture

☐ Safer communities

☑ Heritage, history and architecture

☑ Inclusion, diversity and community spirit

☐ Environment, recycling and green initiatives

☐ Sport, play and recreation

☐ Transport

☐ Technology & Digital literacy

☐ Other

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

Celebrating Age creates high quality arts, culture and heritage activity for older people which is delivered in their own community settings during daylight hours. The partnership includes Wiltshire Council Library Service as well as Age UK and cultural organisations.
In Year 1 of the project, the PDW has consulted with The CEMs, Older people's champion, local community group and workers who sign posted to her, to identify the type of arts activity and events older people would like to partic and attend. The project will also offer free tickets for the people who undertake local activity to attend events, performances and exhibitions in the partner venues.

In this way, it focusses on the priorities already identified in the JSA in the report 'Our Community Matters'. The PDW is organising the events with the guidance of the Older people's champion, who has requeste

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

The project aims to reach between 20 - 40 people per event, however, some events are targeted at smaller groups
for particpants to feel special and enjoy each other's company as well as create the art. The "Put Yourself on the
over 50 older people from groups in the area and 2 individuals who struggle to get out of the house.
The PDW will continue to explore ways to access more older, isolated people, in consultation with volunteers and
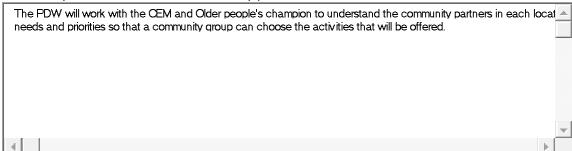
How will you encourage volunteering and community involvement?

The Project Development Worker will work with existing voluntary and community groups, the
CEM and local charities to identfy how best to access the community in the area.
Community groups will be consulted to decide what sort of activity is to be provided in the monthly session and also
to identify the older people who may want to benefit from the activities.
Age UK are supporting the project with volunteers and signposting people and their carers who wish to attend.
The PDW is forming a network of contacts through meetings and signposting. Activity is promoted through social
posters/fliers up in local venues and through the networks of volunteers.
The library hub volunteers have supported the events at that venue and the volunteers who organise the groups a
from the activity we are offering their groups.

How will you ensure your project is accessible to everyone (for example: people living with a disability oron low incomes, orvulnerable, orsocially isolated etc.)?

The activity will be offered free for the first two years to ensure that it is accessible to everyone,
regardless of ability to pay. In the third year, the community groups can decide either to fundraise to support
part of the costs, or to make a small charge for attendance. The activity will take place in the library hub or other
community facilities which are accessible to older and disabled people.   The PDWwill
work with community workers and groups in each area to identify socially isolated people who may be
encouraged to take part. The participants will also be able to access free tickets for events at the partner
venues where appropriate.

How will you work with other community partners?

The PDW will work with the CEM and Older people's champion to understand the community partners in each locat
needs and priorities so that a community group can choose the activities that will be offered.
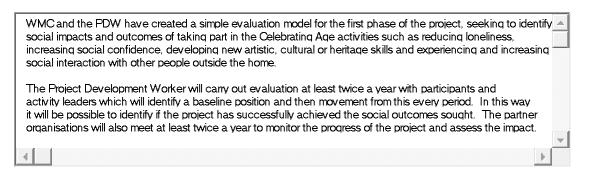
11. Safeguarding
Please tell us about how you will protect and safeguard vulnerable people in your project (You must address all of the following):

- 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 Chief Executive Officer at Wiltshire Music Centre will be responsible for safegaurding and the PDW willl follow the WMC Safeguarding Policy. All staff and creative leaders running sessions for the Celebrating Age project will be DBS checked. They will be briefed on the policy and trained as appropriate.

WMC is a professional arts organisation with a Creative Learning team delivering music education projects for all ages across the county. As such it is fully committed to safeguarding the young, old and vulnerable people it works with on a year round basis. WMC has been delivering this sort of work for almost 20 years and is very experienced in all aspects of safeguarding.
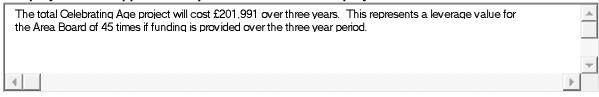
12. Monitoring your project.
How will you know if your project has been successful? *required field

WMC and the PDW have created a simple evaluation model for the first phase of the project, seeking to identify social impacts and outcomes of taking part in the Celebrating Age activities such as reducing loneliness, increasing social confidence, developing new artistic, cultural or heritage skills and experiencing and increasing social interaction with other people outside the home.

The Project Development Worker will carry out evaluation at least twice a year with participants and activity leaders which will identify a baseline position and then movement from this every period. In this way it will be possible to identify if the project has successfully achieved the social outcomes sought. The partner organisations will also meet at least twice a year to monitor the progress of the project and assess the impact.

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

The annual cost of the project is between £60,000 and £70,000 a year for three years. Arts Council England are grant funding (committed) between 47% and 55% of the project depending on the year. A small contribution of £1,500 per year is being sought from each Area Board where activity will take place. If this is not possible, we will seek the funding from other local sources. The project seeks to establish groups in each area involved in choosing the activities. The Project Development Worker will aim to encourage these groups to continue after the

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

The total Celebrating Age project will cost £201,991 over three years. This represents a leverage value for the Area Board of 45 times if funding is provided over the three year period.

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

Your latest accounts:

Month [March ▼] Year [2016 ▼]

Total Income:

£ [916008]

Total Expenditure:

£ [955278]

Surplus/Deficit for the year:

£ [-39270]

Free reserves currently held:
(money not committed to other projects/operating costs)

£ [211750]

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

This is an Arts Council England funded project involving a range of partners: Wiltshire Library Service, 3 major arts organisations in the county (WMC, the Pound and Wiltshire Creative), Community First, Age UK and Wiltshire Museum and Salisbury Museum.
All partners are supporting the project with facilities and/ or tickets for events and community resource involvement.

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

15b. Project Finance:

Total Project cost   £ [201991]

Total required from Area Board £ [1500]

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)		
Project Dev Worker	50260	Event tickets donation	48000	☑
Travel/ Exp	6870	Office provision	3060	☑
Office costs	7172	Space provision	18000	☑
Marketing	2948	Other Area Board	25500	☐
Activity Delivery	60000	Arts Council Grant	99931	☑
Event tickets	48000	Participation fees	6000	☐
Space hire	18000			☐
Management	8742			☐
				☐
				☐

| Total | 201992 | Total | 200491 |

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.

Project is different in each of the 6 areas: Trowbr', Calne, Salisbu

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.