

## Health and Wellbeing projects and activities FUNDING APPLICATION

### 1. Applicant:

Name	Mary Towle
Organisation	Cheerful Cuppa
Address	Tempus Fugit, Court Farm Road, Netheravon, SP4 9QU
Phone number	01980 670748
Email address	mary.towle@btinternet.com

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

£0 - £1000	£500
£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)

Cheerful Cuppa is a Community Coffee Club which is run for vulnerable people including people living with dementia. It is run in such a way that all members of the community come to the Tuesday mornings for tea, coffee and homemade cakes. There is no charge, but donations are accepted to cover cost of hiring the hall. We would like to advertise in the village by having 2 'A'Boards , we would also like to buy some pretty china and would like to buy some games and activities.

### 7. Which Area Board are you applying to?

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

SP4 9QW

**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 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 checked="" type="checkbox"/> Promoting cohesive/resilient communities	<input 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?

Netheravon and Fittleton are small villages and a high proportion of the population is elderly. There are people who do not ever have social interaction with others. This is filling a need for lonely people living alone. Also there are several people in the villages who have dementia and it is a place to go and have fun with other residents of the village.

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

At least 60 people

How will you encourage volunteering and community involvement?

We have a core of people who run the Cheerful Cuppa, but other people who attend on a Tuesday morning volunteer to help and make cakes etc. Also we have people who drive by picking up and taking home less able bodied customers

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.)?

We have made sure that everyone knows that we can pick people up to go to the Cheerful Cuppa. We also advertise in the monthly newsletter that everyone is welcome and make sure that people know that it is free. Some of the people do give donations and at the moment we are covering costs, but the two Parish Councils have supported us with donations and will do so again if needed.

How will you work with other community partners?

We have a Day Centre each week and many of their clients go to the Cheerful Cuppa. The Day Centre Organiser attends the Cheerful Cuppa each week and talks to people to encourage them to attend the Day Centre as well as Cheerful Cuppa.  
The Parish Councils are very valuable community partners and are very supportive.

## 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 covers all aspects and has been circulated to all volunteers.  
One of the volunteers is the Safeguarding Officer.

**12. Monitoring your project.**

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

The evidence that the Cheerful Cuppa is success is in the numbers of people who attend.

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

It will be funded by donations from the people who attend Cheerful Cuppa and the two Parish Councils

**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**

n/a

**15. Finance:**

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

**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      £

<b>Expenditure</b>	<b>£</b>	<b>Income</b>	<b>£</b>	<b>Tick if income confirmed</b>
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NB. If your organisation reclaims VAT you should exclude VAT from the expenditure  
 (Planned project costs [help](#))

(Planned Income [help](#))

Advertising Boards	300.00			<input type="checkbox"/>
China	100.00			<input type="checkbox"/>
Activities (games)	50.00			<input type="checkbox"/>
				<input type="checkbox"/>
				<input type="checkbox"/>
				<input type="checkbox"/>
				<input type="checkbox"/>
				<input type="checkbox"/>
				<input type="checkbox"/>
				<input type="checkbox"/>
<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.

