Health and Wellbeing projects and activities FUNDING APPLICATION
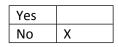
1. **Applicant:**

Name	
Organisation	Disabled On Line
Address	10 Church Walk, Trowbridge BA148DX
Phone number	
Email address	

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

£0 - £1000	
£1001 - £5000	£3,965
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?**

N/A

5. **Project title?**

Supported Computer access for the Trowbridge Area disabled and special needs clients

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

Disabled On Line provides an essential and independent internet and computer access provision to people with disabilities and learning difficulties. The service is provided in a safe café style environment where clients are catered for as defined by their specific needs. The success of the service is through the provision of our trainer/IT administrator who gives one to one support to our clients thus enabling them to maximise the benefits personal to them. This project supports the costs in part of this staffing provision.

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

Trowbridge

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

BA148DX

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?

The Disabled On line Charity has for 18 years offered a discrete personal service adaptable for people with special needs and learning dificulties in the Trowbridge Area. The following text is a summary of the Charity's role in helping people in the themes detailed above:

'Hi, my name is Jayne Webb and I am the Manager of this great charity. I feel so passionately about supporting our

I've been lucky enough to work in a job that I adore for the last 19 years. As a small charity there have been times

Please allow me tell you why I'm so lucky it's the people who come in and use our services, plain and simple, they

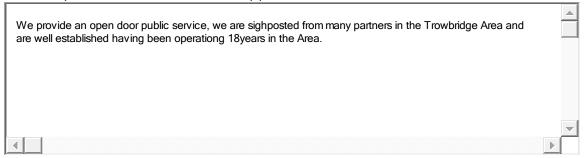How many older people/carers to do you expect to benefit from your project?

The Charity is an open door service and this year to date we have :
855 client visits
308 carer visits

This is in step with past visitor numbers of circa 1100 - 1200 per annum

How will you encourage volunteering and community involvement?

Community engagement is driven by our users choices, examples are given above. We also work with the Trowbri
directed service for clients as well as getting referrals from the job centre where people need that additional suppor

We pride ourselves in the informal engaging way we seek to help our clients, every person is unique and sometime
it takes a while for them to find their true needs of the service, certainly on line searches include vocational opportu
locally for our clients.

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.)?

Disabled on line is an open door service, we chose our current premises for the ease of access and ground floor
town centre position to allow for links with public transport. We do not distinguish on income, a small access fee of
is charged but people get a free drink for that making it essentially a free service. Adaption needs for either softwar
or hardware e.g. disabled wheelchair access are all free.

How will you work with other community partners?

We provide an open door public service, we are sighposted from many partners in the Trowbridge Area and
are well established having been operationg 18years in the Area.
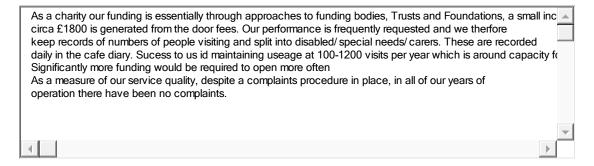
11. Safeguarding

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?

Disabled On Line is the over arching Charity and has a Board of Directors who ensure compliance. Safeguarding appl
are not permitted users, our focus is on adults and their carers.
We have a Policy which is published and in the public domain also a more detailed annexe that covers the required g
well as DBS requirements. This additional information is available on request.

Appendix 3 – Vulnerable Adults Policy

Vulnerable Adult Protection Policy

12.Monitoring your project.

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

As a charity our funding is essentially through approaches to funding bodies, Trusts and Foundations, a small inc
circa £1800 is generated from the door fees. Our performance is frequently requested and we therfore
keep records of numbers of people visiting and split into disabled/ special needs/ carers. These are recorded
daily in the cafe diary. Sucess to us id maintaining useage at 100-1200 visits per year which is around capacity f
Significantly more funding would be required to open more often
As a measure of our service quality, despite a complaints procedure in place, in all of our years of
operation there have been no complaints.

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

We anticipoate changing our funding model next year and have been working hard to find Corporate sponsorship
and core fundinmg both through the Wiltshire Community Foundation and Town Council.

During the first 15 years of operation we successfully attracted grants independantly and had surplus on
accounts most years.

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

N/A

15.Finance:

15a. Your Organisation's Finance: these are for 2017

Your latest accounts:

Month [December ▼] Year [▼]

Total Income:

£ [18458]

Total Expenditure:

£ [28079]

Surplus/Deficit for the year:

£ [9621]

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

£ [10499]

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

Due to the Charity moving to a private Landlord situation we have had to set reserves at £8,000 for 2019 to ensure winding up obligations are met as part of tehy Charity's risk management strategy.

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

15b. Project Finance:

Total Project cost   £ 3965

Total required from Area Board   £ 3965

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)		
Provision of client trair	11896	Trust and Foundation	7931	☑
		HWB	3965	☐
				☐
				☐
				☐
				☐
				☐
				☐
				☐
				☐
Total	11896	Total	11896	

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.

N/A

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.