Health and Wellbeing projects and activities FUNDING APPLICATION

1. **Applicant:**

Name	Monica Dowling
Organisation	Corsham Crafty Hub
Address	17 Pickwick, Corsham, SN13 9BQ
Phone number	07342 794912
Email address	corshamcraftyhub@gmail.com

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

£0 - £1000	£800
£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?**
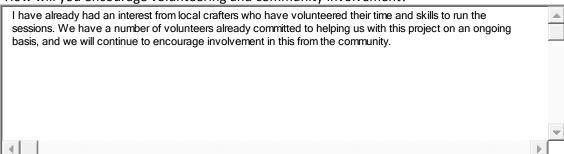
5. **Project title?**

Corsham Crafty Hub

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

This is a community social project which offers free arts and crafts sessions to anyone to be able to attend, regardless of ability or affordability. Examples of sessions which are available are knitting and crochet, drawing and painting, card making, etc. These craft sessions are primarily aimed at groups of people such as the elderly, disabled, anyone with learning disabilities, mental health problems, depression, stress, etc. as well as anyone on a low income who is unable to afford to learn a new skill. We offer small group sessions as well as one to one mini sessions. The funding will be used to provide tables, chairs, storage, cradts and initial rental deposit. Ongoing costs will be provided by income from craft space hire to external crafters, offering in house craft sessions to private care homes, commission from sales in gift shop of local crafters products.

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

Corsham

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

SN13 9BQ

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?

There is a great need for local opportunities for those who are lonely, or struggling with physical and mental health problems, as well as those on a low income who may not be able to afford to attend sessions such as the ones we offer.
We would like to be inclusive to all members of the community by offering our crafting sessions to all, free of charge, or by donation if anyone wishes to support our project.

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

There is unlimited benefit from our project as we plan for it to be ongoing, especially with their being more of a focus on support for the groups of people we are offering the sessions to. This is of course open to anyone, even those who do not fall into our target groups.

How will you encourage volunteering and community involvement?

I have already had an interest from local crafters who have volunteered their time and skills to run the sessions. We have a number of volunteers already committed to helping us with this project on an ongoing basis, and we will continue to encourage involvement in this from the community.

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 will be putting up leaflets in the local libraries, doctors surgeries, care homes, community centres, etc, as well as advertising on social media, in local facebook community groups, etc. We are going to be arranging transportation for the elderly or those with a disability to be able to attend our sessions.
We also hope to approach local radio stations to advertise there.

How will you work with other community partners?

We will make other community organisations such as Mind, Age UK, local doctors surgeries, local council etc aware of our services so that they can promote them to their clients.
We are also supporting local artists and crafters by having their products on display in our hub, which will support other small local businesses.
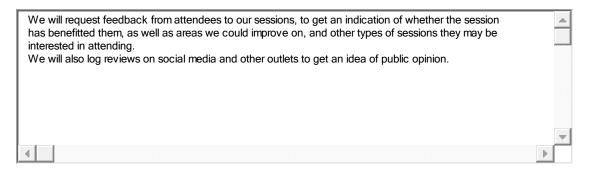
11. Safeguarding

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?

I have up to date safeguarding training, for adults and children. I also have an up to date DBS certificate.
I work for the NHS so this is kept up to date by the HR department at the RUH in Bath.
Any volunteers will either provide evidence of their DBS certificate, or will be supervised by myself during
all sessions.
We have a safeguarding policy in place, and all volunteers will have a briefing prior to starting with us, which
will include safeguarding. They will be required to sign to confirm that they have read and understood our
policy, along with our code of conduct, and whistleblowing procedures.
I will be responsible for safeguarding in the organisation.

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

We will request feedback from attendees to our sessions, to get an indication of whether the session
has benefitted them, as well as areas we could improve on, and other types of sessions they may be
interested in attending.
We will also log reviews on social media and other outlets to get an idea of public opinion.

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

The proposed costs will cover the initial start up costs for the actual project outlined in this proposal. If
the project is successful enough to require expansion, we will seek further funding from the Area
Board, or research other potential funding streams to apply for.

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

ately how much the overall project will cost

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 £ [ongoing]

Total required from Area Board £ [800]

NB. If your organisation reclaims VAT you should exclude VAT from the expenditure
(Planned project costs help)

(Planned Income help)

Expenditure	£	Income	£	Tick if income confirmed
Project development	600	Celebrating Age		☐
Group activity prep an	200	Corsham HWB grant	800	☐
Interviewing, recording				☐
Edit, collate material a				☐
Design, edit and forma				☐
print and esign for exh				☐
Curation and hanging				☐
Evaluation and monito				☐
				☐
				☐
Total		Total		

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 Q16.

[   ]

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.