

# Health and Wellbeing projects and activities FUNDING APPLICATION

**1. Applicant:**

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Organisation	Wiltshire Music Centre
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**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 (CAW) Partnership, led by Wiltshire Music Centre, is entering into its 3<sup>rd</sup> year delivering a programme of arts, cultural & heritage activity in 6 of Wiltshire’s community areas. The Project Development Worker (PDW) has curated a programme of work in each

community in consultation with the Community Engagement Managers (CEMs), Older People's Champions, older people's services, activity providers and charities. The multi arts and heritage programme involves regular monthly activity in local community settings, village halls and library hubs.

We are seeking a small contribution from each Area Board where activity is taking place for the 3rd year of the project.

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

BA14 8JF, BA14 9HA, BA14 7DZ, BA14 0FH, BA14 8EQ

**8. Please insert a tick against the themes which best describe your project:**

**Intergenerational**

**Older people support / activities**

**Carers support / activities**

**Promoting physical and mental wellbeing**

**Combating social isolation**

**Promoting cohesive / resilient communities**

**Arts, craft and culture**

Safer communities

**Heritage, history and architecture**

**Inclusion, diversity and community spirit**

Environment, recycling and green initiatives

Sport, play and recreation

Transport

Technology and digital literacy

Other, please specify

**9. About your project**

**Please tell us about your project (a strong application will address all of the following):**

(a) How does your project support local needs and priorities?

CAW delivers high quality arts, culture and heritage activity for older people in their own community settings during daylight hours. The partnership includes Wiltshire Council Library Service, as well as Age UK and Wiltshire's cultural organisations.

In the first year of the project the PDW consulted with local community workers, guests in day centres, sheltered housing residents and community group members to discover what older people wanted from the programme and the type of arts activity in which they wished to participate and attend. Bringing isolated people together to engage with the arts and be uplifted through creative activity, whilst socialising with others is at the heart of the project. In this way CAW is focussing on the priorities of the HWB group and Our Community Matters.

We have chosen several venues in order to reach very local communities. In the 3<sup>rd</sup> year we will be consolidating these venues to those most suited to continue delivery beyond year 3 of the project.

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

Each event has so far attracted between 30 – 50 people, but some are more intimate events, which are more conducive to small numbers -eg art sessions at Seymour Hub for 8 participants.

About 30% have attended more than 6 events, illustrating that people want this activity and are keen for it to continue.

(c) How will you encourage volunteering and community involvement?

The PDW is working with a small steering committee, involving the CEM and reps from Selwood Housing Group to identify how best to access local older people who wish to attend these events. We are linking in with existing voluntary and community groups to support their programmes and to encourage their guests to attend further events. Selwood have assigned a regular employee from their Involvement and Improvement Team and Hitachi offered volunteers for some events in 2018. Volunteers from each venue support events by helping set up and clear away; the manager at Florence Court is always keen to host events with no hire charge and to open their doors to non-residents, offering tea/coffee as part of the package. Publicity for all events goes to a wide range of stakeholders and groups, who encourage their local community to attend. We also post on twitter/Facebook and Our Community Matters, as well as putting events into Wiltshire Times and BBC Radio Wiltshire.

(d) 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.)?

For the first 2 years of the project, events and activity have been free of charge to open the project to all. In year 3 there is scope to introduce a small charge for certain events for those who can afford it to ensure sustainability. Events and activity take place locally and in the daytime, to make it easier for vulnerable people to attend, without travelling too far, or going out at night. We are signed up with Make A Friend Be A Friend and have several referrals now attending events and sharing lifts/taxis. To date we have delivered sessions at Studley Green, Longfield, Seymour Estate, North Bradley, Town Hall Arts, Library, Florence Court in order to reach local areas for those unable to travel far.

(e) How will you work with other community partners?

The PDW will continue to work with the CEMS and OP Champions to link up with community partners. As more people hear about the project, more links have been made and further activity

will be planned with communities. Intergenerational activity involving school children has proven popular and many of the CAW events have been facilitated by local artists/theatre makers/musicians, supported by community venues where older people feel comfortable attending. Alzheimer's Support and Alzheimer's Society signpost clients and the library promotes all events on their screens. CAW partner, WMC, in nearby Bradford on Avon, is offering a certain amount of free tickets for daytime concerts and talks for CAW audiences.

## 10. 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 CEO at Wiltshire Music Centre (WMC) is responsible for safeguarding and the PDW is following the WMC Safeguarding Policy. All staff and artists leading sessions are DBS checked and risk assessments are carried out at all venues.

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 all year round. WMC has been delivering this sort of work for 20 years and is very experienced in all aspects of safeguarding.

## 11. Monitoring your project.

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

In the first phase of the project, the PDW used a simple evaluation card at all events, which asked participants how they felt after attending the event, and what other arts activity they would like to participate in. With the results of this feedback, phase 2 was carried out, organising events linked to requests from the initial evaluation. In phase 3 a formal evaluation will be carried out from an independent evaluator.

Quotes from Trowbridge participants after attending CAW events:

*"Lovely. I felt wonderful tapping my feet and loose myself. Gives me something to look forward to."*

*"Happy and feel I belong and make a difference."*

*"I brought my mum, what a lovely couple of hours. Great to see her singing and clapping along with the music"*

*"Feel nostalgic. You've taken years off me"*

Email from participant:

*just to say how much we appreciate the music etc that you put on for us. and although we didnt fill in the form to let you know. how we feel. i wanted you to know that it makes me feel WANTED. that someone cares about us as we grow older. and come out feeling happier. .. it was a shame we didnt know about the irish music. because margaret and i would have loved that. we did sing along today with the lovely singer. she is smashing. thats twice we ve seen her and hope to see her again. got the leaflets now, so hope to see you and your helpers soon. love Avril.*

Regular reporting is carried out to Arts Council England and collating Most Significant Change Stories is the method of evaluation for all National Celebrating Age funded projects.

*“People are returning and numbers growing each month... it feels like a club growing.”* (Trowbridge CEM)

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

CAW partners are all committed to continuing beyond Year 3 of the project and a formal Evaluation is being carried out this year in order to support further funding applications for the future. The PDW is forming a data base of local artists for groups to continue working with and Arts organisations are developing models for future engagement with participants at their venues. The introduction of small charges in Year 3 will help ease people into paying for events, to help sustain the project for the future.

**13. 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 overall CAW project costs £201,991 over 3 years. This represents a leverage value for the Area Board of 45 times if funding is provided over the 3 year period.

**14. Finance**

**(a) Either - Your Organisations Finance**

**Your latest accounts: Month:** March    **Year:** 2018  
**Total Income:** £1,174,229  
**Total Expenditure:** £1,039,438  
**Surplus/deficit :** £118,928  
**Free reserves currently held:** £239,171  
**(money not committed to other projects/operating costs)**

**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.

**(b) Or - We are a small community group and do not have annual accounts or it is our first year (please tick if this applies to you)**

**(c) Please detail your project finance (if your organisation reclaims VAT please exclude VAT from the project costs)**

Planned project costs		Planned income	
Project Development Worker	50260	Event tickets donation	48000
Travel/Exp	6870	Office provision	3060
Office costs	7172	Space provision	18000
Marketing	2948	Other Area Boards	25500
Activity delivery	60000	Arts Council Grant	99931
Event tickets	48000	Participation	6000
Space hire	18000		
Management	8742		
<b>Total</b>	<b>£201992</b>	<b>Total</b>	<b>£200491</b>

## 15. 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.