

Health and Wellbeing projects and activities FUNDING APPLICATION

1. Applicant:

Name	Rachael Holtom
Organisation	Peacock Arts Trail
Address	c/o 28, Belvedere Road Bowerhill, Melksham SN12 6AJ
Phone number	07774 613 586
Email address	rachael_holtom@hotmail.co.uk

2. Amount of funding required from the Area Board:

£0 - £1000	
£1001 - £5000	Yes
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?

Peacock Arts Trail: Creative Connections
--

6. Project summary: (100 words maximum)

We believe art can make people happier!

Two of the local artists from our Open Studios Trail will run four arts sessions for 15 socially isolated older people from Corsham. These two-hour sessions will take place once a week throughout September. Participants will take part in simple, but effective and fun activities inspired by "A Walk in Corsham Park". Refreshments and a tasty sandwich / cake lunch will be served.

Their art will be displayed as part of the Arts Trail in October and we hope some of the older people can help to steward their display during weekends.

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

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

Intergenerational X

Older people support / activities X

Carers support / activities

Promoting physical and mental wellbeing X

Combating social isolation X

Promoting cohesive / resilient communities X

Arts, craft and culture X

Safer communities

Heritage, history and architecture

Inclusion, diversity and community spirit x

Environment, recycling and green initiatives

Sport, play and recreation

Transport

Technology and digital literacy

Other, please specify

10. 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?

The Town Council's 2018-2020 Strategic Plan includes this objective: 'To target old-age loneliness and explore opportunities to bring old and young together'. This is the primary aim of this project. We will work to provide an atmosphere conducive to making friendships and links with organisations which, we hope, will outlive the project. We will be displaying the artwork in the Town Hall where the Town Council will be exhibiting the winners of the children's art competition. We hope some of the older people will visit during the weekends of the trail and get to chat to some of the visitors and enjoy seeing families visit, and maybe interact with them.

The Town Council Strategy also states that it wants to 'promote Corsham as a centre of cultural excellence, heritage, charm and innovation to attract creative industries and jobs, creators and leisure visitors.'. By hiring two of our local artists who are registered on the Peacock Arts Trail, we are supporting the local creative community. Indeed, the whole ethos of not-for-profit The Peacock Arts Trail is to promote local artists and craftspeople. The Town Council recognise the benefit the Trail brings both to local creative businesses, but also to the town and surrounding villages in the form of visitors to the town and, therefore, local catering and retail businesses.

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

15 older people – and carers if required.

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

We will have 2-3 volunteers from the Peacock Arts Trail Committee and artists helping us. By displaying the artwork as part of the trail we will be highlighting the need for more social inclusion projects and show how art can help with this. Social media and post-event publicity will also spread the word.

Visitors to the venue will be able to chat with the 'artists' encouraging inter-generational contact.

(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.)?

All materials will be provided. We will provide accessible mini-bus transport by Corsham Community Transport or a shared lift in a car provided by the 'Link' volunteer service which will also be part of the social experience. We will provide refreshments and a lunch. We will ensure that the venue is accessible. We will recruit participants through local agencies (see below).

We would send each participant information with photos of the artists and volunteers beforehand, so they can put a friendly face to a name and phone each person up beforehand to both chat about the project and ensure participants understand what we will be doing and are happy with that and feel confident when they arrive. We will have a welcomer at the front door of the Town Hall.

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

We are in contact with The Porch Surgery, Wiltshire Council's Kerri Lavender (Wiltshire Council's Health Trainer, Age UK Wiltshire, The Meet your Neighbour group at Springfield

Campus and care provider Abney and Baker's new "Active for Life" initiative. We are attempting to contact Wiltshire Council's 'Make a Friend, Be a Friend' scheme. We should be able to recruit 15 older people from this list of organisations, but we know we can also contact local churches and sheltered housing as well.

If we are successful in giving confidence to the older people, we can introduce them to other networks (those listed above and others, e.g. Men's Shed) that might interest them.

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.

We will draw up a best-practice Safeguarding policy/guidelines which will be circulated among volunteers, artists and to representatives of partner groups who identify participants.

The Project leader has a travelling DBS checked and has received a significant amount of training from Local Authority situations.

We will check that transport drivers are DBS checked. If needed, we will be happy to have artists and volunteers checked, too but we believe that current Government guidelines do not recommend that for a project of our nature where the contact with participants is limited.

We will respect data privacy of the participants.

We will gather emergency contact details and medical info in advance. We will talk to the agencies who recommend participants for any information they think we may need. We will talk to participants themselves about their physical, mental and emotional needs and make sure they are comfortable with plans. All volunteers / artists will be made aware of the information that is needed for them to be aware of, but the project manager will respect privacy.

- How do you make sure staff and volunteers understand their safeguarding responsibilities?

We will circulate instructions and have a briefing in advance of the workshops for volunteers and artists. The need for safeguarding will be made clear in the job adverts for artists. If the Area board require us to get DBS clearance, we can ask for that in the job specification or explore how we can pay for DBS clearance.

- Who in your organisation is ultimately responsible for safeguarding?

Project leader – Rachael Holtom who has worked in museums and heritage for 20 years and who has a broad range of experience in developing and leading community projects like this one. She will work with the Chair and committee on this matter.

12. Monitoring your project.

How will you know if your project has been successful?

To ensure that the project is running smoothly during the sessions, we will gauge people's reactions and adapt the project as it runs. We will ask participants at the end of the session to either feedback to us verbally, or to fill in simple feedback forms or sticker boards which will use both words and pictures. We will discuss their thoughts with the artists after the session to inform the next week's activities.

At the end of the four weeks of activities we will broaden the questions and ask for written feedback or record a group discussion. Our approach to evaluation will, to a great extent, be formed by who we have on the project and how we think they will be happiest feeding back.

If we can, we will contact participants a month after the event to find out how they now view the event and if they have continued to make connections via some of the organisations we have signposted. It might be that some representatives of these other organisations can drop in for a coffee during the workshops and chat about their opportunities.

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

Does not continue. But, we hope to run a similar project in two years' time, for the next Peacock Arts Trail and we aim to use images of the resulting art work and photos of participants (taken with their agreement) to ask visitors to the trail to donate to the next project. If the Peacock Arts Trail does not run a suitable project in 2021, we will give that money to another similar charity.

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

15.Finance

(a) Either - Your Organisations Finance

The below shows the summary at the end of the last trail. We try to carry over approx. £600 -£800 each year as a base figure.

Your latest accounts: Month: Dec Year: 2017

Total Income: £7034

Total Expenditure : £6227

Surplus/deficit: £806.84

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 not for profit organisation. Our income comes from artist registrations fees and grants from local funders. We carry over reserves of approximately £600 a year. We are a wholly volunteer led organisation, we do not know if the trail will take place again in 2 year's time until we confirm that after this year's trail.

(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	
Artist one – prep and planning day	£100	Waitrose – income already received	£175
Artist two – prep and planning day	£100	Volunteer support Professional project planner – 6 days of research @ £600 – meetings, venue search, artist job description writing, artist selection process, artist interviews and reference writing, risk assessments, safeguarding, evaluation etc.	£600 In kind
Artist one - materials	£100	Volunteer support Professional project leader in charge for the 4 sessions @ half a day @ £50	£200
Artist two - materials	£100	Two volunteers for artist selection process 1 day @ £50	£100
Artist one – 2 workshops	£300	Two volunteers for each of the 4 sessions (£25 for each session x 2 volunteers)	£200
Artist two – 2 workshops	£300		
		Venue Town Hall – Methuen Hall 4 x £85 = £340 We are grateful to the Town Council are donating this for free as part of Town Councils commitment to tackling loneliness.	£340

<p>Transport</p> <p>Using Link cars. We were quoted £10 for a return from Box to Corsham which would be the maximum. For 15 people estimate 5 cars. $5 \times £10 = £50$ $£50 \times 4 = £200$</p> <p>Using Corsham Community Transport minibus - £30 max a session. $4 \times £30 = £90$.</p> <p>Obviously, we do not know our transport needs until we know who our participants are. It might be that we need to mix and match vehicle types.</p> <p>We have factored in enough money to cover enough transport.</p>	<p>£200</p>		
<p>Refreshments and lunch</p> <p>£5 a head = £75 $£75 \times 4$ sessions</p>	<p>£300</p>		
<p>Items for display (eg Velcro, nails, masking tape etc)</p>	<p>£25</p>		
		<p>We have also applied to the Late Lord Methuen's Trust and the Corsham and Chippenham Lions requesting donations of unspecified amounts. At time of typing these are unconfirmed. If we hear back positively, we will talk to Area Board officer.</p>	
	<p>£1525</p>		<p>£1615</p>

16. 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.