

Grant Applications for Trowbridge on 09/01/2020

ID	Grant Type	Project Title	Applicant	Amount Required
3478	Area Board Initiative	Longfield Muga Enhancement	Trowbridge Sports Forum	£20000.00
3494	Community Area Grant	Expansion of the Service	HELP Counselling Services	£660.00
3470	Community Area Grant	Woodmarsh	Trowbridge Town Football Club	£4030.00
3508	Health and Wellbeing Grant	The Wiltshire Hearing Voices Group	Richmond Fellowship	£985.80

ID	Grant Type	Project Title	Applicant	Amount Required
3478	Area Board Initiative	Longfield Muga Enhancement	Trowbridge Sports Forum	£20000.00

Submitted: 10/10/2019 13:51:42

ID: 3478

Current Status: Application Appraisal

To be considered at this meeting:

tbc contact Community Area Manager

1. Which type of grant are you applying for?

Area Board Initiative

2. Amount of funding required?

£5001+

3. Are you applying on behalf of a Parish Council?

Yes

4. If yes, please state why this project cannot be funded from the Parish Precept

Trowbridge Town Council already charges more than another in our community area and all of our additional funding for 2020 2021 will be allocated to undertaking the responsibility fo Wiltshire Council.

5. Project title?

Longfield Muga Enhancement

6. Project summary:

Trowbridge Town Council obtained 4 multi-sport sites in separate housing estates across Trowbridge as an asset transfer from Wiltshire Council. The sites have lacked maintenance for some time prior to the transfer and as a result have become over time under used and a target for vandalism. The site at Grove has not had any investment in over a decade and has poor access for less able members of the community. The sites at Longfield Seymour and Studley Green are all located in areas of social and economic deprivation. The latter being in the top 10 nationally. The existing goal ends on 2 of the 4 sites are plywood 2 of the courts have been burned and 1 is gravel chippings unsuitable for play. Fencing on 2 of the sites are insufficient and the other 2 lack any kind of fencing at all. Investing in these multi-sport court facilities will make a massive contribution to the local communities creating a community hub for sports and recreation. We would like to completely renovate each site with new goal ends new fencing resurfacing courts where required line painting and provide improved access to sites where necessary. The Chair of TCAF Trowbridge Community Area Future which is a small local youth and community charity in Trowbridge believes that redeveloping these MUGAs will have a direct positive impact on the young people and residents we work with and ensure they have an increased value for their community and the local environment where they live.

7. Which Area Board are you applying to?

Trowbridge

Electoral Division

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

BA14 7HE

9. Please tell us which theme(s) your project supports:

Children & Young People

Health and wellbeing

Leisure and Culture

Older People

Our Community

Safer communities

If Other (please specify)

10. Finance:

10a. Your Organisation's Finance:

Your latest accounts:

06/2019

Total Income:

£275602.00

Total Expenditure:

£731937.00

Surplus/Deficit for the year:

£35023.00

Free reserves currently held:

(money not committed to other projects/operating costs)

£99273.18

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

The reserves are allocated

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

10b. Project Finance:

Total Project cost		£146917.00		
Total required from Area Board		£20000.00		
Expenditure (Itemised expenditure)	£	Income (Itemised income)	Tick if income confirmed	£
Seymour	2586375.00	Sport England		92000.00
Longfield	4519330.00			
Studley	4521900.00			
Grove	30640.94			
Total	£11658245.94			£92000

11. Have you or do you intend to apply for a grant from another area board within this financial year?

No

12. If so, which Area Boards?

Trowbridge

13. Please tell us WHO will benefit and HOW they will benefit from your project benefit your local community?

Investment in these multi-sport courts will draw them once more into their community. They can become a focal point for leisure and affordable sport in the community and

support existing programmes with a renewed resource and opportunities to development. The site at Studley Green for example redevelopment here would give investment to an area of the community that is in the top 10 nationally for social and economic deprivation in the UK. It could be utilised by Trowbridge Wanderers Football Club who play at Studley Green and foster the development of grass roots football. It would also give the National Street Games Doorstep programme a dedicated outside space to use. This is a view supported by Danny Gleeson Sports Development Officer Wiltshire Council will support and work in partnership with Active Trowbridge Trowbridge Town Council through our Street Games This Girl Can and Disability Sports programmes ensuring that new facilities are put to good use. The site at Longfield is central placed again in one of Trowbridges areas of economic deprivation and is key multi faith community. Investment in this site would benefit the local primary school situated right next to the MUGA it would benefit the youth group and the new formed This Girl Can programme which operate out of Longfield Community Centre. We can also ensure that the site is disability inclusive for Stepping Stones a specialist centre located at Longfield. The work to the site at Seymour can be finalised and could again be utilised by the Seymour youth group for sport and along site the grass pitches at this site could offer a great opportunity for the development of club sport. The head of Bellefield Primary serving the Seymour Rd area describes these multi-sport courts as vital. They give young people a different focus than they might otherwise have had if there were no or substandard sports amenities the Seymour Road residents value their community and this would be an invaluable asset to them as well as to all of the young people who attend my and other schools. The children in the area need a safe high quality provision to encourage them to exercise and to learn how to be part of a wider community. The multi-sport site at The Grove is adjacent to 2 of the other housing estates that have no play or sport facilities investing in this site that has severely lacked investment will help to make it a hub for a wide area of the town. It has close proximity to a local primary and Wiltshire Colleges Trowbridge Campus giving students an accessible space for sport and would like the site at Seymour provide a space for club sport to be developed. As the Head of The Grove Primary School states It is clear that our local sports facilities are in need of repair We need our children to be inspired by their local facilities and encouraged to further their sports participation by feeling pride in their environment.

14. How will you monitor this?

Trowbridge Town Council are already working collaboratively with the local schools in each of the estates all of whom support the intended programme of development as do the resident associations and Trowbridge Community Area Future TCAF. We have the support of the Sports Development team at Wiltshire Council to drive the programme forward. It will have a transformative effect on the local communities creating central hubs for leisure facilities locally and we would seek to ensure they are fully engaged in the decision making progress to ensure the multi-sport courts are designed to best suit the needs of their individual communities. We are already working closely with Selwood Housing Association on the Longfield estate. Our proposal to seek support to redevelopment of the multi-sport court at this site coincided with Selwoods own community and partner consultation which asked residents to comment on what aspects of the estate required work and a re-occurring trend in the data has been improvements to the multi-sport court providing facilities for young people particularly with a focus on basketball and provision of new health and well-being initiatives

15. Safeguarding. Please tell us about how you will protect and safeguard those involved in your project

Trowbridge Town Council has a safeguarding policy all staff have DBS checks and safeguarding training.

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

Once the facilities are enhanced TTC will take over ensuring the facilities are maintained to provide high quality facilities for the future.

17. Is there anything else you think we should know about the project?

The project is part of a wider enhancement of all four hard courts in Trowbridge Sports England have confirmed funding for three but wont fund Longfield. As one of the key areas of deprivation and part of the Healthier communities project i believe its imperative Longfield dont get forgotten

18. DECLARATION

Supporting information - Please confirm that the following documents will be available to inspect upon request:

Quotes:

yes 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:

yes 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:

yes I will make available on request the organisation's **latest accounts**

Constitution:

yes I will make available on request the organisation's Constitution/Terms of Reference etc.

Policies and procedures:

yes 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):

yes I will make available on request evidence of ownership of buildings/land

yes I will make available on request the relevant planning permission for the project.

yes 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...

yes The information on this form is correct, that any award received will be spent on the activities specified.

3494	Community Area Grant	Expansion of the Service	HELP Counselling Services	£660.00
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Submitted: 18/10/2019 11:26:22

ID: 3494

Current Status: Application Appraisal

To be considered at this meeting:

tbc contact Community Area Manager

1. Which type of grant are you applying for?

Community Area Grant

2. Amount of funding required?

£0 - £500

3. Are you applying on behalf of a Parish Council?

No

4. If yes, please state why this project cannot be funded from the Parish Precept

5. Project title?

Expansion of the Service

6. Project summary:

To increase the number of clients we are able to see and provide support outside of the counselling room with an improved website

7. Which Area Board are you applying to?

Trowbridge

Electoral Division

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

BA14 8BE

9. Please tell us which theme(s) your project supports:

Health and wellbeing

Our Community

If Other (please specify)

10. Finance:

10a. Your Organisation's Finance:

Your latest accounts:

05/2018

Total Income:

£48522.00

Total Expenditure:

£44554.00

Surplus/Deficit for the year:

£3967.00

Free reserves currently held:

(money not committed to other projects/operating costs)

£17000.00

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

Our reserves policy is needed to weather any dips in funding and maintain continuity. To ensure that all clients many very vulnerable will be able to complete their work with us. In the event that the service is no longer needed we are able to fulfil all our financial obligations. The amount needed is 3 months full running costs the current cost of any potential redundancies and an amount to cover other liabilities such as removal costs. We must be absolutely clear that these reserves have not and will not be built through fundraising. All funds raised for the express use of our clients are used for the aims of the service and our clients. All of our reserves have been raised through renting our space to other organisations and individuals. What is the current reserves fund? At present our reserves are 17009. We are working towards reserves of 23000. This is 50% of our total yearly expenditure and will cover all eventualities from funding dips to the closure of the service. Our aim is to slowly increase the fund over the next 3 to 5 years by 1500 to 2000 per year and then every subsequent year by 500 to meet annual cost increases. Whilst we will work diligently to see the success of this plan we must be flexible and meet our funding constraints to fully fund the service first and foremost.

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

10b. Project Finance:

Total Project cost		£9080.00		
Total required from Area Board		£660.00		
Expenditure (Itemised expenditure)	£	Income (Itemised income)	Tick if income confirmed	£
New Website	660.00	We hope from TAB		660.00

5 New Counsellors	4920.00	Awards for All	4920.00
Mew I.A Counsellor	3500.00	Awards for All/ Zurich Community Trust	3500.00
Total	£9080		£9080

11. Have you or do you intend to apply for a grant from another area board within this financial year?

No

12. If so, which Area Boards?

13. Please tell us WHO will benefit and HOW they will benefit from your project benefit your local community?

Here at HELP Counselling Services we believe that everyone deserves to have the opportunity space to grow change and heal. We are dedicated to serving our communities and providing every client respect and good mental health. Everyone who uses our services can grow their awareness understand their behaviours heal improve their relationships by working with our inspiring counsellors. We give people what they need a space place to grow. Together we help to change lives. Our Clients are at the heart of our progress. In the last few years they asked us to provide counsellors experienced in working with older people to set up group work for those with long term health needs for those with disabilities to work within their homes to offer more sessions to those with complex trauma to build more ties with other local groups to refurbish our premises. We delivered on all their requests the feedback has been fantastic. I have gained confidence self worth happiness I feel like a different person. Earlier in the year we receive another form of feedback. We were shortlisted for The Wiltshire Life Community Group of the Year Award. It was an enormous privilege to be standing together with such amazing charities. We received second place which a huge deal for our small local charity it allowed us to access to different media coverage platforms to share our vision of the benefits that positive mental health brings and the services needed to promote that. We now need to move forward again. HELP Counselling Services needs to grow meet the growing needs of our community with pockets of deprivation in the 10 to 20. With people who are struggling with experiences such as historic childhood adult domestic abuse long-term or life-limiting illnesses bereavement and loss abuse in all its forms and trauma. These issues can have a detrimental and painful effect on lives. The result is often chaotic emotions disruptive relationships addictive behaviours depression self-neglect isolation self-harm low self-esteem. We need to provide hundreds of extra sessions this year to bring our waiting list back down to under 6 weeks we need to provide those sessions throughout the day and into the evening. We will with your support bring on-board 5 new volunteer counsellors 3 of which will be evening counsellors creating 700 new sessions a year. With extra counsellors clients brings extra administration. A new post dedicated to offering initial appointments to incoming clients will be created. This will mean new clients will be seen for a preliminary appointment within 10 days before moving onto the waiting list. The new position will free up the 2

existing staff to continue to manage clients counsellors and the service as a whole. Lastly we need to update our website to make it a important and dynamic resource for our clients. With blogs vlogs from counsellors mental health sufferers useful links to local services and to welcome new clients to the service. This is a much needed expansion In Wiltshire 1 in 5 adults are living in poverty Because of the rural nature of the county residents face deprivation of housing accessible services. One of the fastest growing aging populations in England. Counselling provides a lifeline for many people suffering from a mental health illness. Access to a prompt service can be the difference between recovering well or problems spiralling into crisis. The wider human cost of long waiting times are devastating.

14. How will you monitor this?

All clients are asked to measure 8 key areas of their lives. This is done at the start of counselling at the end. The results below show considerable increases in all aspects of their lives Feelings of Depression Anxiety 40 Self Esteem 27 Physical Health 16 Personal Interests 32 Career or Vocation 46 Personal Relationship 29 Family Relationships 25 Extended Relationships 29 These large improvements over a relatively short 4-month period create a solid base to continue building their personal self-awareness growth. Through this feedback we see that our clients feel more in control of their lives become more active healthy engaged. We also ask our clients for anonymous written feedback on the service they received. One client wrote All I can say is it that it was EXCELLENT. You provided everything I needed to feel better

15. Safeguarding. Please tell us about how you will protect and safeguard those involved in your project

All Counsellors Staff are DBSed as well as providing safeguarding training to all upon entering the service. We have an up to date Vulnerable Persons and Safeguarding Policy. Volunteers are expected to provide us evidence that they are DBSed.

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

The website will be taken care of at a cost of 150 per year. This is already a current expense and will continue to be in the future.

17. Is there anything else you think we should know about the project?

It is part of our expansion and will cost 9080

18. DECLARATION

Supporting information - Please confirm that the following documents will be available to inspect upon request:

Quotes:

yes 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)

Accounts:

yes I will make available on request the organisation's **latest accounts**

Constitution:

yes I will make available on request the organisation's Constitution/Terms of Reference etc.

Policies and procedures:

yes 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):**And finally...**

yes The information on this form is correct, that any award received will be spent on the activities specified.

3470	Community Area Grant	Woodmarsh	Trowbridge Town Football Club	£4030.00
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Submitted: 07/10/2019 14:54:07

ID: 3470

Current Status: Application Appraisal

To be considered at this meeting:

tbc contact Community Area Manager

1. Which type of grant are you applying for?

Community Area Grant

2. Amount of funding required?

£501 - £5000

3. Are you applying on behalf of a Parish Council?

No

4. If yes, please state why this project cannot be funded from the Parish Precept**5. Project title?**

Woodmarsh

6. Project summary:

Ongoing improvements at Woodmarsh the home of TTFC for both adults and youths. 450 players are affiliated to the club in this current season. Significant work has already been undertaken following the F A Pitch Improvement Programme document. Over 10K has been committed to date some of which was previously funded via an Area Board grant. The work has been fantastic leading to greatly increased use less weather dependant. We want to continue onto the next phase as recommended in the F A document.

7. Which Area Board are you applying to?

Trowbridge

Electoral Division

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

BA140AZ

9. Please tell us which theme(s) your project supports:

Children & Young People

Health and wellbeing

Leisure and Culture

Our Community

If Other (please specify)

10. Finance:

10a. Your Organisation's Finance:

Your latest accounts:

05/2019

Total Income:

£46759.00

Total Expenditure:

£58627.00

Surplus/Deficit for the year:

£-11868.00

Free reserves currently held:

(money not committed to other projects/operating costs)

£4000.00

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

Reserves will be used to part fund together with additional fundraising. Reserves are needed for day to day cash flow due to the deficit of income v expenditure.

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

10b. Project Finance:

Total Project cost £8060.00

Total required from Area Board £4030.00

Expenditure		Income	
(Itemised	£	(Itemised	Tick if income
expenditure)		income)	confirmed
			£

Verti Draining machine	2600.00		
Pitch Improvements	5460.00	Our reserves & fundraising	4030.00
Total	£8060		£4030

11. Have you or do you intend to apply for a grant from another area board within this financial year?

No

12. If so, which Area Boards?

Trowbridge

13. Please tell us WHO will benefit and HOW they will benefit from your project benefit your local community?

All players of the club. Woodmarsh is used for all summer training from U5s through to adult teams both male and female. In addition the pitches support weekend matches for U7s U8s U9s U10s U11s and for the first time U12s who share the pitch with the U11s as the pitch quality and durability has improved so much following previous work undertaken. The U16s adults male adults reserves and adults females also play on the main pitch. Only 3 age groups play away from Woodmarsh purely due to pitch sizes and it is hoped that further work on the whole area will allow them to play at this main site in due course. The ongoing work will ensure better drainage less match cancellations and more playing time for both male and female players. Ultimately more funds retained within the club as no hire fees are paid to external venues. We want to do everything we can to ensure games happen and there is no disappointment or cancellations on the day of or just before the scheduled match time. The players benefit from fitness playing together as a team fresh air activity and clearly have fun. It also brings pleasure to many parents and grand parents who turn up to watch the youth especially play. The additional funding will allow more improvements to continue as per the F A stated schedule and timeline - more verti draining more fertilising improve the grass coverage and continue the great work to date undertaken by our groundsman specialist service providers such as Eco Solve - who maintain the pitches at Trowbridge Rugby Club and the volunteer support the club gets.

14. How will you monitor this?

Via the Treasurer and groundsman funds will be placed in a separate internal account and payments only permitted against the agreed schedule of expenditure linked to the F A Improvement Programme. The site improvements will be visible to be seen from the work undertaken and improved playing surfaces less cancellations or postponements and more training sessions returning to Woodmarsh. Ultimately more age groups playing there. The verti drainer machine itself will be purchased stored at Woodmarsh.

15. Safeguarding. Please tell us about how you will protect and safeguard those involved in your project

We follow the F A Safeguarding Respect guidelines. All managers and coaches are DBS checked and maintained. Each manager has to complete the F A Safeguarding course on a 3

year basis. We have the necessary policies in place under the oversight of a Safeguarding Officer Karen McCaldon. 2 additional volunteers will be attending the F A Welfare Officer course in January - Devizes to ensure cover is in place for a club of our size. Spot inspections and checking of documents knowledge is undertaken by Wilts FA during the season.

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

Ongoing fund raising and other grant applications. Project is ongoing but in stages so each stage can be undertaken independently subject to the necessary funds in place. A stage will not be commenced unless the required funds are held to see it through to completion.

17. Is there anything else you think we should know about the project?

NA

18. DECLARATION

Supporting information - Please confirm that the following documents will be available to inspect upon request:

Quotes:

yes 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)

Accounts:

yes I will make available on request the organisation's **latest accounts**

Constitution:

yes I will make available on request the organisation's Constitution/Terms of Reference etc.

Policies and procedures:

yes 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):

And finally...

yes The information on this form is correct, that any award received will be spent on the activities specified.

3508	Health and Wellbeing Grant	The Wiltshire Hearing Voices Group	Richmond Fellowship	£985.80
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Submitted: 29/10/2019 12:40:20

ID: 3508

Current Status: Application Appraisal

To be considered at this meeting:

tbc contact Community Area Manager

1. Which type of grant are you applying for?

Health and Wellbeing Grant

2. Amount of funding required?

£0 - £500

3. Are you applying on behalf of a Parish Council?

No

4. If yes, please state why this project cannot be funded from the Parish Precept

5. Project title?

The Wiltshire Hearing Voices Group

6. Project summary:

The group has been running for 3 years providing a safe and non-judgmental place for people with unusual sensory experiences to come together to share experiences and coping strategies. It is a chance to think outside of labels and to move beyond diagnosis. Sharing is vital since voice hearers are some of the most stigmatised and socially isolated people in society. Many do not even share their experiences with their partners or closest friends family. The group is facilitated by a staff member and a volunteer and is part of the Hearing Voices Network the national charity for voice hearers.

7. Which Area Board are you applying to?

Trowbridge

Electoral Division

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

BA14 7AQ

9. Please tell us which theme(s) your project supports:

Health and wellbeing

Our Community

Safer communities

If Other (please specify)

10. Finance:

10a. Your Organisation's Finance:

Your latest accounts:

03/2019

Total Income:

£421072.00

Total Expenditure:

£462859.00

Surplus/Deficit for the year:

£-41787.00

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

£0.00

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

We are funded through contracts from the NHS and also Wiltshire Council to provide a specific range of services. The Wiltshire Hearing Voices Group is outside the scope of these contracts. We know that there is a real need for this group as it is a lifeline for many of its members. We are therefore keen to seek funding to ensure that it continues especially as it is the only group of its kind in Wiltshire.

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

10b. Project Finance:

Total Project cost		£2082.00		
Total required from Area Board		£985.80		
Expenditure (Itemised expenditure)	£	Income (Itemised income)	Tick if income confirmed	£
Cost for one member of staff 2 x 2.5 hour Hearing Voices Groups delivered monthly	607.80	Venue IN KIND 2 x 2.5 hour sessions monthly provided by Tesco Extra Trowbridge @ 10 ph	yes	600.00
Travel expenses for a paid staff member and a volunteer from SN10 1XA to BA14 7AQ	378.00	Tea coffee biscuits etc IN KIND provided by Tesco @ £4 per session for 24 sessions	yes	96.00

Venue IN KIND 2 x 2.5 hour sessions monthly provided by Tesco Extra Trowbridge @ 10 ph	600.00	Volunteer IN KIND 2 x 2.5 hour sessions monthly @ 6.67 per hour	yes	400.20
Tea coffee biscuits etc IN KIND provided by Tesco @ 4 per session for 24 sessions	96.00			
Volunteer IN KIND 2 x 2.5 hour sessions monthly @ 6.67 per hour	400.20			
Total	£2082			£1096.2

11. Have you or do you intend to apply for a grant from another area board within this financial year?

No

12. If so, which Area Boards?

Trowbridge

13. Please tell us WHO will benefit and HOW they will benefit from your project benefit your local community?

The group is open to anyone who lives with unusual sensory experiences e.g. visual disturbances and voices. In the last 12 months 19 voice hearers have completed referral forms and have attended the group. Many individuals attend every session because it is so important to maintaining their mental health. Family members students and health care professionals have also attended to gain insight into voice hearing. We have been approached by Oxford University to take part in a study about how forming relationships with other voice hearers can improve health and wellbeing. Voice hearers are some of the most socially excluded members of society. Stigma distress medication social isolation unemployment addiction loneliness and suicidal ideation make life a challenge. A World Psychiatry 2014 study found such factors reduce life expectancy for voice hearers by as much as 20 years. Having a group where participants can discuss experiences share coping strategies and meet and make friends with other sufferers is therefore imperative. This is evidenced in the written feedback from the members. It made me realise that I am not the only person struggling and that made a massive difference to my outlook. I get the feeling that when people come together with good intentions then good deep healing can occur. Stigma means many members do not talk to ANYONE about their experiences outside of the group. Individuals are encouraged to think outside of labels to come to their own

understanding of their voices. This helps to normalise and validate peoples experiences and to show that it is possible to lead a meaningful and fulfilling life as a voice hearer. There is also a strong emphasis on co-production peer support inclusivity and empowerment. Volunteers with lived experience support the sessions and show that it is possible to make meaningful contributions to society whilst also showing the levels of empathy that only a sufferer could demonstrate. The group strongly links with the Trowbridge Local Priorities e.g. 63 identified mental health and 46 as health inequalities as priorities. Similarly 93 identified alcohol and drug abuse as a priority often an issue for voice hearers as they try to self-medicate. The group will also allow help fulfill the Business Plan goals e.g. personal wellbeing and early intervention goals.

14. How will you monitor this?

New members are asked to complete a basic referral form. This asks for information such as their name address contact details and emergency contact details. We keep attendance records for each session. If someone hasnt been for a couple of weeks who is a regular attender we contact them to check on their wellbeing. We complete a quarterly report of numbers attending the group. We seek verbal and written feedback from those attending and from those who leave the group. We use this to inform how the group is run.

15. Safeguarding. Please tell us about how you will protect and safeguard those involved in your project

Richmond Fellowship have policies and procedures in place regarding the safeguarding of vulnerable adults and children which all staff are familiar with. Staff are familiar with the local safeguarding arrangements and who to contact at Wiltshire Council should they have any Safeguarding concerns. All staff and volunteers are DBS checked on before commencing their role and this is reviewed every 3 years. When a person joins the group they will be provided with a welcome letter outlining safeguarding procedures. We also include out of hours contacts should people require support for their mental health away from their usual routine e.g. GP CPN Samaritans SANEline. All those attending the group will be asked to complete an emergency contact form and identify next of kin details who we can contact if necessary. Having volunteers at the group means that there is never an issue with lone working for the RF staff member.

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

We will put in bids to other organisations. These could include the Greggs Foundation Tesco Bags of Help Healthwatch Wiltshire and the Rotary Club. This year the group was funded by Santander. We will also fund raise to make money to support the continuation of the group.

17. Is there anything else you think we should know about the project?

NA

18. DECLARATION

Supporting information - Please confirm that the following documents will be available to inspect upon request:

Quotes:

yes 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)

Accounts:

yes I will make available on request the organisation's **latest accounts**

Constitution:

yes I will make available on request the organisation's Constitution/Terms of Reference etc.

Policies and procedures:

yes 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):

And finally...

yes The information on this form is correct, that any award received will be spent on the activities specified.
