

APPLICATION FORM FOR GRANT 20/21

Please read the policy on pages 1 and 2 **before** filling in the form.

1. Name/Address of Organisation:

AIR FM Community Interest Company C/O Westfield Arts College Littlemoor Road Weymouth Dorset DT3 6AA

Name of person making the application: Ben Tolley

Position in organisation: Director

Contact phone number: provided

Email address for correspondence: provided

About Your Organisation

2. Does your organisation:

	Yes
Have its own bank account, which requires two unrelated people to authorise cheques and make withdrawals?	Yes
Have at least three members on its management committee	Yes
Have a constitution, terms of reference or set of rules (<i>please contact for help with this if needed</i>)	Yes

3. Are you a registered charity? ~~Yes~~/No:

If so, please give your charity number: N/A

4. Is your organisation part of, or affiliated to, a larger organisation?

If so, which: N/A

5. Aims and objectives of your organisation; What does your organisation do and how does it benefit the residents of Weymouth?

AIR 107.2 is a community radio station licenced by OFCOM and run by AIR FM CIC, a not for profit community interest company, reg no 08185617.

Our aim is to improve lives for everyone living in Weymouth & Portland.

We do this via our broadcast radio, music, events, and outside broadcasting. This can come in many forms from presenting, DJing, community news and announcements, signposting, interviews, and all other areas of operation. Local businesses are encouraged to advertise with the station, which helps them to market their own business and attract new custom, with the end goal of helping to stimulate and promote local business and the economy. All while supporting the station itself.

The station started out as a school station based at Westfield Arts College (a Dorset local authority special school) and evolved into a community station, first online, and then FM with the award of a community radio licence from OFCOM, which was when the CIC was formed. The CIC still works with Westfield Arts College to help ignite students' creativity, boost self- confidence, meet curriculum objectives and ultimately, give students a voice within their local community.

The station is run entirely by volunteers which includes 3 out of the 4 directors being aged 30 and under. We believe this helps us stay close to our target audience and broadcasting philosophy, keeping content and other activities relevant and relatable for our target audience.

AIR 107.2 offers training and skills programmes to people of all ages who wish to volunteer at the station. Some of those who started their radio careers at the station have progressed on to paid work with local and national broadcasters, while others have gone on to other similar work in the technology and broadcast industry. All of which we are immensely proud of.

We are also proud of our yearly free event called Party in the Park which attracts upwards of 2,000 people. This festival has successfully pulled in crowds (locals and tourists) for the last 6 years and is a highlight in Weymouth's summer events calendar. The day showcases local musicians and our volunteer radio presenters as well as being a huge marketing opportunity for the station. It is free to attend so is open to the whole community no matter what their financial situation is. This brings in considerable income to the station through donations from the public as well as event sponsors, stall holders fees, raffles, fun and games etc. With the improvements to the event and the increase in members of the public attending, each year sees an increase in profits from this funding stream. Sadly, this event which was due to take place on 26th July has had to be cancelled due to the COVID-19 outbreak.

6. Where does your organisation meet? At organisation address above
7. How often do you meet? AIR 107.2 broadcasts 24/7 and volunteers attend at varying times of the week according to their availability. Directors meet at least once a month.
8. How many members does your organisation have? 30
9. How many people will benefit from this funding? This funding has the potential to benefit the entire population of Weymouth & Portland in one way or another (as listeners or increasing advertising for a wider area of local businesses).
10. How many are Weymouth Town Council area residents? 53,068
11. How much funding are you applying for? £5,780
12. What is the total cost of your project? £5,780

NOTE: Weymouth Town Council will only approve allocations over £2,000 in exceptional circumstances that are clearly detailed in question 11.

13. Briefly describe the project or purchase you would like the funding for:

AIR 107.2 has recently been granted permission from the UK media regulator OFCOM to increase our FM broadcast power so our transmissions can cover more of the Weymouth & Portland area, this will mean our signal will reach further and have better signal coverage indoors.

To do this we will need to upgrade our FM transmission equipment to be able to transmit this more powerful signal. This application is to fund this equipment upgrade.

14. If your application is for over £2,000 please give full details of the **exceptional circumstances** related to your request:

Ordinarily equipment upgrades are funded through our normal fundraising channels – programme sponsorship, business advertising, events etc, however, due to the COVID-19 restrictions all summer events are cancelled and local businesses are struggling and unable to commit to previous levels of advertising and sponsorship. Party in Park 2019 brought in over £7,000 with a clear profit of over £2,500. This summer's event was set to be even better with a target of £4,000 profit.

Existing reserves are therefore temporarily being used to fund day to day running costs.

15. How will you spend the money you are applying for? Please remember that Weymouth Town Council do not normally give grants for running costs unless associated with a specific project:

Item	Amount
Worldcast Ecreso 1000W FM transmitter	£4,914
9u x 600mm deep wall mounted rack mount cabinet	£200
Sundries (fixings, fasteners, cables, etc)	£66
Professional Installation and commissioning labour	£600
Total	£5,780

16. How else are you funding your project? (Include grants from other organisations, fund raising and existing reserves):

Source	£	Confirmed?
Total		

17. How will the funding benefit the community or residents of Weymouth?

OFCOM has recently granted AIR 107.2 permission to increase the power of the FM signal to improve coverage and better serve residents and visitors to the Weymouth & Portland area. This will mean the station will be available in more places around the town and signal in existing locations will be stronger.

This will allow our broadcasts to reach further and benefit more of the Weymouth & Portland population, including listeners who will be able to receive the station in more places and thus be informed from our broadcasts of weather, traffic and travel, news and local affairs, community announcements and entertainment. Businesses will also benefit as they will be able to reach more people when advertising and sponsoring on-air.

18. How will this funding lead to greater self-sufficiency and lessen the need for future applications?

Increasing our broadcasting coverage will increase the number of listeners able to tune in to AIR 107.2 and therefore encourage a greater number of sponsors and advertisers to support the radio station as their messages will reach more people. This would mean a higher income for the station, ensuring greater self-sufficiency in the future.

19. How is your organisation normally funded? (Not applicable to new organisations):

AIR 107.2 charges advertisers to play adverts and sponsor certain sections of on-air output.

The station also has income from attending local events and providing services at these events, such as providing PA systems, presenting on stage and other event related services. We would also usually broadcast live from the event and cover what is happening on-air.

We also hold an annual free celebration for the local community called Party in the Park. This is a substantial fund raiser for the station, with 2019's event bringing in £2,623.20 profit. 2020's event was forecasted to bring more than £4,000 profit although as stated above, has had to be cancelled due to COVID-19.

20. What are your current/planned subs/fees/charges?

AIR 107.2 does not charge volunteers a membership/subscription fee.

Advertisers and sponsors have individually negotiated fees as each product is bespoke to their needs, although typical costs can range from £95/month to £3,000/year depending on what they require.

Event attendance can cost anywhere between £200 to upwards of £2,000, depending on which services the event would like to take advantage of. For example, supplying a PA system for a stage would incur higher costs than just attending and presenting.

21. Have you applied for any other funds/grants towards the cost of this project or purchase? Please include details below:

No other funding applications have been made towards this cost.

22. What fund raising activities took place in the **last** 12 months and what fund-raising activities are planned for the **next** 12 months, if any?

In the last 12 months the station has run Party in the Park 2019 and attended events such as Home Farm Fest, Abbey Hill Steam Rally and Chickerell Steam & Vintage Show. All of these events bring in money and publicity for the station.

Due to COVID-19 the station has not been able to attend any events in 2020, however is due to attend all these events again in 2021 if and when conditions allow.

AIR 107.2 has applied for funding from the Dorset Council Coronavirus Discretionary Fund (successful), The National Lottery Community Fund (pending decision) as well as launching a Crowdfunding page in light of COVID-19 loss of income.

23. Anticipated income/expenditure for next 12 months?

Air FM Community Interest Company

Income and Expenditure estimates for 12 months from 1/7/20

Income		Expenditure	
Events (Spring 2021)	300	Broadband, phones etc	1,460
Car Boot sales	-	Licenses, fees etc.	5,700
Specific grants	-	Insurance	1,922
On Air Sponsorship	4,150	Equipment	250
Off Air Sponsorship	4,150	Consumables	300
Donations	400	Jingles etc	150
PITP income (cancelled)	-	PITP expenditure (Cancelled)	-
Other	-	Marketing and merchandise	300
		Corp. tax	403
		Loan repayments	641
		Events costs	-
Total Income	9,000	Total Expenditure	11,126

Total Income	9,000
Total Expenditure	11,126

Estimated loss for next 12 months to be funded from Dorset discretionary grant received June	- 2,126
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24. Details of any grants received from local authorities in the past three years with dates:

Dorset Council Coronavirus Discretionary Fund - 20/06/2020 - £2,200

25. Other grants from any other sources in the last three years with dates, if you have any:

Pending decision - £9,150 from the National Lottery Community Fund.

26. Has the project that you want the funding for already happened? ~~Yes~~/No

27. Will you be passing the funding on to any other groups (except to pay for goods and services)? ~~Yes~~/No

28. If the funding is for security measures do you have the support of the local police and/or crime reduction officer?

~~Yes (name of contact.....)~~ / ~~No~~ / Not applicable

29. If the funding is for work with Vulnerable adults or children, do you have the support of either Adult Social Care or Children's Services at Dorset Council?

~~Yes (name of contact.....)~~ / ~~No~~ / Not applicable

Please give us details of the bank account that the grant should be paid into if approved:

Name of Account: Provided

Account number: Provided

Sort Code: Provided

Please ensure you have read the policy on pages 1 and 2 before signing the form.

Checklist (please tick the appropriate boxes)

Have you submitted the following?

- A copy of your most recent accounts
- Your most recent bank account statement & details of any other investments/savings;
- A copy of your constitution / terms of reference / set of rules;
- Details of your organisation's officers;
- A copy of your safeguarding policy if your group works with vulnerable adults, or children;
- A copy of your adopted equal opportunities policy or statement
- Any other documentation you feel may help in assessing your application.

Privacy Notice

In accordance with the General Data Protection Regulation (GDPR), I agree that Weymouth Town Council will process and hold personal information about me only in relation to my grant application. I consent to my personal information, including that contained in this form, being stored manually and/or electronically. It will be held securely and treated confidentially for 6 years after an application is made. I understand that it will only be accessed by authorised staff members to manage the grant application process.

I also understand that Weymouth Town Council may pass details onto an official organisation where required to do so by law or contract. I understand that my data will be disposed of securely 6 years after the application and that I have the right to correct the information at any time. I have been made aware of my rights under GDPR.

Declaration:

I/we declare that the information confirmed in this application is correct and that any grant received will be applied as detailed in the request.

I/we declare that we have read the policy on pages 1 and 2 and that our application complies with the policy.

I/we declare that we have included all of the requested information.

I/we fully understand that if we do not include the requested information and/or if our application does not comply with the policy, the application may be rejected.

Signed: Provided

Name: Ben Tolley

Date: 10th July 2010

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Grant applications must be checked against the following criteria. Any questions where the answer is no must be reported to the Finance and Policy Committee meeting where the application is being considered and must form part of the formal agenda items list for that meeting.

Yes	No (investigate)	
Yes		The grant will result in a benefit for the area covered by the Town Council and will contribute positively to the area of Weymouth?
Yes		Does the grant exclude ongoing running costs?
Yes		If the application is for running costs has the applicant included plans for where future running costs will be found from?
Yes		Is the grant for a group and not for individuals or organisations whose function is primarily undertaken by the health authority or Dorset Council's Social Services?
Yes		Is the grant for non-political or non-quasi-political organisations or projects?
	No	Is the grant application for £2,000 or less?
Yes		For applications in excess of £2,000, has the applicant fully detailed the exceptional circumstances?
Yes		Does the application include the required financial and organisational information?
Yes		Is this the only application in this financial year from this group or organisation?
Yes		Is the applicant based in the Town Council area? If not has the applicant detailed what proportion of beneficiaries of the grant reside in the area?
Yes		Is the application for future funding? (i.e. not retrospective)
Yes		Is the grant for the sole use of the applying group and not to pass on money?
Yes		Has the applicant demonstrated how one-off grant funding will lead to greater self-sufficiency and lessen the need for future applications?
n/a		For applications for funds for security measures, does the applicant have the support of the local police or crime reduction officer?
Yes		For projects involving vulnerable children or adults, do the organisers have the support of Adult Social Care or Children's Services at Dorset Council?

Assessing officer: Helen Legg

Date of assessment: 14th July 2020

Decision (delete as applicable) proceed to committee

Approved as agenda item for the Finance and Governance meeting on: 22nd July 2020

Outcome at that meeting: