

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:

The Friends of Radipole Park and Gardens, address supplied

Name of person making the application: ...Mike Goulden.

Position in organisation:Chairman

Contact phone number: supplied

Email address for correspondence: supplied

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: 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

The Friends of Radipole Park and Gardens were established for public benefit to:

- Work in partnership with the council and others as appropriate in the development and management of the Gardens.
- Promote public awareness of, pride in and responsible and positive use and enjoyment of the Gardens by residents and visitors of all ages.
- Act as a consultative group to the Council and other bodies on matters concerning the Gardens.
- Lobby for the interest of the Gardens.
- Help raise funding for the enhancement of the Gardens.
- Carry out and encourage others to carry out practical projects to enhance the Gardens.
- With the Council, work towards the 'Green Flag' status for the Garden and to maintain that standard to secure the Gardens long-term future.

6. Where does your organisation meet? At committee members homes
7. How often do you meet? Pre COVID – 19 Every month. Since lockdown we have not met as three members were shielding. All fund raising events have been cancelled this year, and planning these would have been our main focus for meeting. We are shortly to have a socially distanced meeting in a garden to discuss our AGM which will be held on zoom.
8. How many members does your organisation have? 250 households/members
9. How many people will benefit from this funding? . 500+
10. How many are Weymouth Town Council area residents? At least 95% using the Gardens are local residents.
11. How much funding are you applying for? £2,000

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

12. What is the total cost of your project? £22,000

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

The Friends of Radipole Park and Gardens have set themselves a target of raising £22,000 to provide a sensory garden. So far, the Friends have raised £17,000 towards this since starting in 2016. These funds have been raised by small grants and holding events, many of the events are held in the Gardens in the summer months. We did have a plan of events for 2020. These have had to be cancelled for the foreseeable future due to COVID – 19. If we had held these events, we would have raised between £3000 to £5000 to reach our target.

This commitment by the Friends is mentioned in the £1.4 million HLF bid and is considered as match funding. We will be seeking to maximise the funds we raise by looking to local companies to sponsor materials and ground works. A local version of DIYSOS. The Friends will muster volunteers to help with the delivery of the sensory garden. Once constructed it will offer many opportunities for local people/groups to benefit from this space by helping with planting and maintaining this garden with the Friends.

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

N/A

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
The grant will be paid to Kingston Maurward College. The college is helping with the planning and construction of the garden which will be completed in April 2022. Materials are being purchased for students to pre-construct elements of the garden in readiness for the build to commence. The garden is being designed by Michelle Brown who teaches at the college and in 2019 won a silver medal at the Chelsea Flower Show.	£2,000
	£
	£
	£
	£
	£
Total	£2,000

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

Source	£	Confirmed?
Existing reserves from fundraising and small grants (listed below No.24) Please note £3000 paid to Kingston Maurward College already for design of garden and commencement of fabrication.	£17,000	Yes
This Grant	£2,000	No
Other small grants, donations & fundraising when permitted.	£3,000	No

Total	£22,000	
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17. How will the funding benefit the community or residents of Weymouth?

The project will demonstrate its support for partnership working, with the Friends of Radipole Park & Gardens, the Council's Parks team and the wider community working together to shape growth and the quality of life in our neighbourhood. The gardens play a vital role in offering outdoor space that is not available to many people with low incomes who live in houses of multiple occupancy, flats or shared accommodation that have no gardens or outdoor space. This is especially relevant to adult mental wellbeing and the mental and physical well-being of children who need space to play and develop. The park and gardens are an important green space in the heart of an urbanised area. Important not only to people but also wildlife, as the park and gardens are adjacent to an RSPB SSSI nature reserve. Opportunities to conserve wildlife and to create and actively manage wildlife habitats are included in the sensory garden design and will increase people's access to wildlife.

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

The project will promote the garden as an area that is inclusive and accessible and will support and engage people of all ages. Encourage people to take an active part in the project to improve health and well-being. Improved sense of community ownership and pride in the park. People will develop new or improved skills through volunteering. We aim to develop a sense of ownership, community pride and social cohesion. The Friends will take the lead in maintaining the planting and care of this garden alongside other groups that have asked to be involved and may take ownership of one of the planted areas as their own. (Westfield College, Weymouth College, Munts, and other disabled groups have all expressed an interest in involvement)

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

Holding events throughout the year to raise funds. Many of these events are held in the gardens. We have in the past also benefited from donations. This is how the Community Orchard was planted in 2012.

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

We are unable to hold events due to COVID – 19. Our 'subs' to join the Friends are £10 or a higher donation for lifetime membership per household. We are planning a membership drive in all postcodes surrounding the park and gardens once the Lottery Bid success is made public.

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

Not currently. Past Grants are listed below in Nos.24 & 25.

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 we held our Big Fun day in August 2019, a Halloween event in 2019, and a Table top sale. Our Nativity event in December 2019 was cancelled due to poor weather. In January 2020 we held a further table top sale. Since then all events have been cancelled until further notice due to COVID – 19.

23. Anticipated income/expenditure for next 12 months?

Any income will come from grants such as this grant. Until safe to do so we are unable to fundraise. We will be expecting to pay all we have raised for the Sensory Garden over to the College or the Project team (Weymouth Town Council) as building the garden will be done in conjunction with the other lottery funded works.

24. Details of any grants received from local authorities in the past three years with dates:

Weymouth & Portland Borough Council £3,000 January 2018 permission given to retain until garden built as part of the lottery bid. (match Funding)

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

Tesco Bags of Help £ 1,000 January 2019

Asda £500 September 2019

Stepping into Nature £2,000 granted May 2018 extended to January 2019 when paid

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 NO

28. If the funding is for security measures do you have the support of the local police and/or crime reduction officer? NO

Yes (name of contact (N/A) / 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 (N/A) / 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:

Name: Mike Goulden

Date: 31/07/2020

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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?
n/a		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?
Yes		Is the grant application for £2,000 or less?
n/a		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?
n/a		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: 21st September 2020

Decision (delete as applicable) proceed to committee

Approved as agenda item for the Finance and Governance meeting on: 30th September 2020

Outcome at that meeting: