

# APPLICATION FORM FOR GRANT 22/23

Please read the policy on pages 1, 2 and 3 **before** filling in the form.

1. Name/Address of Organisation:

.....Nothe Fort,.....  
.....Barrack Road,.....  
.....Weymouth , Dorset DT4 8UF.....

Name of person making the application: .....Mary-Anne Edwards.....

Position in organisation: .....General Manager (job share).....

Contact phone number: .....Provided.....

Email address: .....general.manager@nothefort.org.uk.....

## About Your Organisation

2. Does your organisation:

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

3. Are you a registered charity? Yes/:

If so, please give your charity number: .....1148603.....

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

If so, which: Nothe Fort is operated by Weymouth Civic Society.....

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

MISSION "To conserve Nothe Fort and the collection, while increasing public accessibility and engaging everyone in its history."

### CONSERVE NOTHE FORT & THE COLLECTION

- Currently applying for funding to reduce the damp to the fabric of the building.
- Developing a solar array scheme
- Undertaking review of displays and space in order to create a new vision for a phased redisplay.
- Continuing work to improve collection's management

**INCREASING PUBLIC ACCESSIBILITY**

- Working with local access group to implement their recommendations.
- Refurbishment of lift
- Keeping entrance prices affordable
  - Free entrance to all for a Heritage Open Day
  - Increasing activities in off-season and out-of-hours to attract Weymouth residents
  - Developing volunteers programmes to attract more diverse age groups
- 
- Working with local cultural organisations to host a wide range of events
  - Working with local museums and heritage attractions to raise the profile of Weymouth

**ENGAGING EVERYONE IN NOTHE FORT'S HISTORY**

- Increasing the number of schools visits
- Offering bespoke session to local colleges and special needs groups
- Delivering a varied events programme from science festivals to dog shows
- Undertaking visitor survey and implement marketing strategy to extend Nothe Fort's reach to new audiences
- Creating a new programme of activities to engage local young people in partnership with Weymouth 6<sup>th</sup> forms.

6. Where does your organisation meet? .....Nothe Fort.....
7. How often do you meet? Open 11<sup>th</sup> – 19<sup>th</sup> February and then every weekend until 1<sup>st</sup> April. Open daily 1<sup>st</sup> April – 31 October daily. Open every weekend from 1<sup>st</sup> November – 17<sup>th</sup> December 2023.
8. How many members does your organisation have?  
..... Visitor numbers Jan – Dec 2022 were 74,672
9. How many people will benefit from this funding?  
.....Approx 31 project participants and 800 audience
10. How many of these are Weymouth Town Council area residents? .....80%
11. How much funding are you applying for? £...1,000.00
12. What is the total cost of your project? £...4,629.65.

**NOTE:** Weymouth Town Council will only approve allocations up to £5,000 in exceptional circumstances that are clearly detailed in question 15, with regard to the information in Policy point 6.

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

**'Young People Takeover Nothe Fort '**

Inspired by Wayne Hemmingway's presentation at FutureFest, this project will be the first steps to make Nothe Fort relevant to local young people. The project will enable Nothe Fort to collaborate with, and, employ young people within the local area, to create a programme of events which research has shown are in high demand for this demographic.

We are very excited by the Weymouth Town Youth Council and shall ensure that the project works with this new group in whatever capacity the Youth Council wishes.

The project shall work with students from Budmouth Sixth Form, Weymouth College and Dorset Youth Council to plan, market, deliver and evaluate. The events will consist of four regular evening events for local young people aged between 16-20 years, running between 4pm – 9pm, with FREE entry.

Activities will include a Preloved Clothing Market, which will encourage sustainable youth economy from the buying and selling of preloved clothing, as well as DJs, a live band and food/refreshments.

We also want to offer young local people relevant employment opportunities in creative roles. This will build long-term relationships with this demographic and create opportunities for dialogue for new ideas and projects. This funding will go towards employing young creatives to assist with coordination, marketing, social media and the production of the event.

Each event will be evaluated by the employed young creatives and the audience members. We will be adapting the events according to the young creatives and audience feedback collected post- event. Nothe Fort shall also immediately adopt the young creatives new marketing methods for an upcoming event in June when the Fort shall be hosting Natural England's Celebration of the Coastal Path Silent Disco.

To ensure success of this project, we will be mentored by Dorchester Town Council Community Worker Emma Scott who manages Anonymous Festival in Dorchester as well as Lilly Markwell from the Dorset Youth Association.

14. Which of the Council's priorities does the project contribute to?
- Improve the wellbeing of the people of Weymouth.
  - Manage the Council's assets and resources responsibly and transparently.
  - Manage the Council's services effectively to meet the needs of the communities we serve.
  - Work to become greener and cleaner in our activities as well as supporting our communities and partners to be as green as possible.
  - Promote opportunities for economic success of the area.
  - Strive for continuous improvement and service development.
  - Work with partners to deliver our core values and strategy.

15. If your application is for between £3,000 and £5,000 please give full details of the **exceptional circumstances** relating to your request. Please see policy point 6 for examples of what constitutes exceptional circumstances

16. 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
Artist Costs for 4 Take Day events (DJs, bands)	£1,600
Staff Costs for 4 events (young people planning, staffing, evaluating, marketing, social media)	£2,560
Youth Leadership course with DYA	£69.65
Nothe Fort Project Management costs	£400
<b>Total</b>	<b>£4629.65</b>

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

Source	£	Confirmed?
Application to Dorset Council community and Culture Project Fund Round 4	3,629.65	n
<b>Total</b>	<b>3,629.65</b>	

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

**IMPROVE WELLBEING**

"Young People Takeover @ Nothe Fort' will create a sense of ownership of the Fort for Weymouth young people who may have previously visited as part of their school to participate in the 'Evacuee Experience'. It is part of a wider 'place making' experience which will contribute to their wellbeing - feeling valued and respected part of the community.

**DRIVING ECONOMIC PROSPERITY**

The project shall offer paid employment for all the young creatives, and this relevant work experience will be a stepping stone for their future creative careers. Very interestingly the research showed that young people wanted a preloved clothing market where they could buy and sell clothing. This is already done in the foyer of Weymouth College and last term Budmouth and Thomas Hardye school held preloved clothes sales in their school halls. The young economy is something which we will research during the Takeovers and use the information to inform future events.

**COMMUNITY**

Weymouth young people, unless they come with their school or college, are a hard to reach audience for Nothe Fort. We wish to create a project to which offers young people the opportunity to participate in and benefit from the arts, heritage and culture, to benefit from Nothe Fort on their terms.

**SUPPORTING WEYMOUTH CULTURAL CREATIVES**

"Young People Takeover @Nothe Fort will create a platform for a diverse cultural infrastructure with the young creatives planning and running the events, and young musicians and DJs performing. We shall support and facilitate the young creatives to ensure success of the project, and plan for the next project.

19. If your project focusses on a particular area of Weymouth, please give the name of the Councillor who is supporting your application?

20. How do you know that the groups you work with, or the local community, want this project to take place? Please detail any consultation undertaken:

Nothe Fort has been blown away by the enthusiastic support of local 6th forms for this project. We have been really well supported to conduct market research with students from Budmouth Sixth Form and Weymouth College to assess the need of these types of events in Weymouth. We have also spoken to Dorset Youth Association and SPACE Youth Project, who have given advise and feedback, Dorset Youth Association have also registered their interest in assisting us with this project for youth leadership development.

Young people were asked to rank four different events according to preference:- Preloved Clothing Market was ranked #1 by 38.71%, and #2 by 27.42% of respondents.

Live Bands were ranked #1 by 38.98%, and #2 by 27.12%.

These two types of events were ranked in the top two preferred by over 50% of respondents.

Results show that 66.13% of respondent wanted the Preloved clothing Market to take place between 4:30pm and 7:30pm.

80.85% also preferred it to take place on a Saturday.

When asked about additional activities to take place at a Preloved Clothing Market, 39.66% of respondents wanted food, and 29.31% wanted a live band.

A total of 21 of respondents stated they would like to be involved in the coordination of these events and were interested in being employed for the project.

This research corroborates the Young People's Access to the Countryside: Dorset Young Researchers Report 2022 where 46% of 826 participants stated that more events & activities would make the Dorset AONB more appealing. It was suggested that these events can be made more accessible by working with young people, and offering incentives, which is how we would use this funding if successful.

Anonymous Festival was mentioned as a known event in Dorset, targeted at young people. It is a free event, giving young people in Dorset the opportunity to perform on stage. This festival takes place in Dorchester, and is organised by Dorchester Town Council, who will be mentoring Nothe Fort on youth leaderships.

The VoiceX Report, carried out by the Dorset Youth Association in 2022, found that the activities desired by young people between the ages of 14-25 years of age were Arts & Creative, Fitness, Sports, Cooking/Life Skills, and Music. This further explains the desire for this type of activity in Dorset.

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

Young People Take Over will be evaluated by the Young Creatives and audience throughout the project not only to improve the project, but to enable us to plan for

future young people programmes which shall become part of annual Nothe Fort programming.

22. How is your organisation normally funded? Not applicable to new organisations:

Ticket sales, gift aid, events, shop & café income, donations, grants.

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

Nothe Fort charges for entrance.

However, Yong People Take Over Days will happen after opening times and so will be FREE for young people to attend.

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

Application to Dorset Council community and Culture Project Fund Round 4  
£3,629.65

25. 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?

During Oct 2021 – September 2022 Nothe Fort raised £59,500 in grant income.  
Over the next year we are waiting to hear if we have been successful with a Arts Council England capital grant (MEND) of approximately £350,000 to reduce the damp in the building.

26. Anticipated income/expenditure for the next 12 months?

Between £490,000 - £510,000

27. Details of any grants or financial support received from local authorities including Weymouth Town Council in the past three years with dates:

Dorset council 3 year Cultural Organisation Grant £20,00 per year from 2021-2024

Pending £15,000 Dorset Council Capital Grant (dependent on receiving Arts Council England MEND grant)

Weymouth Town Council £1,945.20 December 2020 for Weymouth Victorian Christmas Market

Weymouth Town Council £1,000 September 2021 for WTC 150th Anniversary Silent Disco

28. Grants from non-local authority sources in the last three years with dates, if you have any:

2022 National Lottery Heritage Fund – Steps to Sustainability £10,000
2021 Historic England Emergency Grant £18,000
2020 National Lottery Heritage fund Emergency Grant £79,000

29. Has the project that you want the funding for already happened? No (delete)

30. Will you be passing the funding on to any other groups (except to pay for goods and services)? No (delete)

31. 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 (delete)

32. 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 (delete)

Please give us details of the bank account that the grant should be paid into if approved (this cannot be a building society passbook account):

Name of Account: Provided

Account number: Provided

Sort Code: Provided



**Please ensure you have read the policy on pages 1 - 3 before signing the form.**

Checklist (please tick the appropriate boxes)

Have you submitted the following?

- A copy of your most recent accounts (not more than 12 months old);
- Your most recent bank account statement & details of any other investments/savings (not more than 3 months old);
- A copy of your constitution / terms of reference / set of rules;
- A copy of the notes from your last Annual General Meeting;
- 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/We agree that Weymouth Town Council will process and hold personal information about me/us and my/our group or organisation only in relation to this grant application. I/We consent to my/our personal information, including that contained in this form, being stored manually and/or electronically by Weymouth Town Council. It will be held securely and treated confidentially for six years after an application is made. I/We 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/We understand that my/our data will be disposed of securely six years after the application and that I/we have the right to correct the information at any time. I/We have been made aware of my/our 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 - 3 and that our application complies with the policy.

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

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

I/We fully understand that we will need to attend a Finance and Governance Committee meeting to present our request.

Signed: .....Mary-Anne Edwards.....

Name: .....Mary-Anne Edwards.....

Date: .....19/01/23.....

### For Office Use Only

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 £5,000 or less?
n/a		For applications in excess of £5,000, 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?
	No	Will a representative be attending an F&G meeting?

Assessing officer: Helen Legg

Date of assessment: 23<sup>rd</sup> January 2023

Decision (delete as applicable): proceed to committee

Approved as agenda item for the Finance and Governance meeting on: 1<sup>st</sup> February 2023