

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:

...Weymouth Area Development Trust CIC Ltd.....

...c/o Hope House, 2 Dorchester Road, Weymouth DT4 7JS.....

Name of person making the application:Chris Wilson.....

Position in organisation:CEO.....

Contact phone number: provided

Email address: 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?	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? **No:** We are a not for profit Community Interest Company

If so, please give your charity number:

4. Is your organisation part of, or affiliated to, a larger organisation? **No**

If so, which:

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

Excerpt from the Governance Documents of Weymouth Area Development Trust CIC. Est 2017.

4. Not for profit

4.1 The Company is not established or conducted for private gain: any surplus or assets are used principally for the benefit of the community.

OBJECTS, POWERS AND LIMITATION OF LIABILITY

5. Objects

The objects of the Company are to carry on activities which benefit the public through urban or rural regeneration in areas of social and economic deprivation and in particular the community in Weymouth and surrounding areas by all or any of the following means:

5.1 the prevention or relief of poverty in such ways as may be thought fit;

5.2 the advancement of education, training or retraining particularly among unemployed people and providing unemployed people with work experience;

5.3 the provision of financial assistance, technical assistance or business advice or consultancy opportunities for unemployed people in cases of financial or other charitable need through help in i) setting up their own business ii) to existing businesses;

5.4 the creation of training and employment opportunities by the provision of workspace, buildings and/or land for use on favourable terms;

5.5 the provision of housing for those who are in conditions of need and the improvement of housing in the public sector or in charitable ownership provided that power shall not extend to relieving local authorities or other bodies of a statutory duty to provide or improve housing;

5.6 the maintenance, improvement or provision of public amenities;

5.7 the preservation of buildings or sites of historic or architectural importance;

5.8 the provision of recreational facilities for the public at large or those by reason of their youth, age, infirmity or disablement, financial hardship or social and economic circumstances have need of such facilities;

5.9 the protection or conservation of the environment and the prudent use of resources;

5.10 the preservation of health by means of information, advice and guidance and advocacy and such other ways as the trustees may decide;

5.11 the promotion of public safety and the prevention of crime;

5.12 such other activities as benefit the community.

6. Where does your organisation meet?Online or Hope House, 2 Dorchester Rd Weymouth

7. How often do you meet?Member Board meetings are bi monthly (residents) and Steering Groups for projects are approx. the same.....
8. How many members does your organisation have? 6 voting members
9. How many people will benefit from this funding?Open to the Public.
10. How many of these are Weymouth Town Council area residents? ...Open to all residents and visitors%
11. How much funding are you applying for? £...5,000 pa over three years.....
12. What is the total cost of your project? £ 25,663 pa.....approx.....

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:

Weymouth Information Shop (Post pilot)

Community Information Shop base opened by Cllr Tia Roos last year, giving access to information and signposting services for residents, community groups and visitors. After extending the Pilot six months into 11 months, to assess the need over the busy summer and over the Winter.

Joining it with a need identified by Weymouth Bid and Weymouth Town Council for visitor information, and including a base for Weymouth Ambassadors, the Volunteer Centre Dorset and opportunities for community engagement and volunteering.

This 'evidence base' report attached will inform future planning and delivery. Collaborative project WADT, Volunteer Centre Dorset and #HelpandKindness. Staffed by contribution of staff hours from each organisation, and volunteers resident in Weymouth.

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

The Weymouth Information Shop pilot has been funded by a patchwork of funders including WTC, Dorset Council, We are Weymouth, Clinical Commissioning Group, Public Health, Age UK NSW Dorset, Volunteer Centre Dorset and 'in kind' staff resources. All have been hugely supportive.

Four of the major funders have funding processes that mean that decisions for future grant funding will not be made until the next financial year (April to August) e.g WeAreWeymouth will make no funding decisions until after their ballot, Shared Prosperity Fund opens early summer.

Age UK have held the lease and have accepted a contribution to the rent. As of Age UK tenancy finishes end of March 2023 and WADT have been given the opportunity to extend the lease on the current premises in St Mary Street by 3 years or 12 months but need to confirm that we have funding to cover the whole rent (for at least 12 months) costs by the end of January 2023 (or close to) or **the WIS will have to close at the end of March 2023, the shop dismantled and the volunteers let go.**

We have approx. £15,000 confirmed from existing project funds, plus contributions from each of the partners. If we are able to confirm £5,000 more then the WIS will not have to close.

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
• Rent (inc VAT) £ 20,000 (12 months)	£
• Rates 0 (Small Business Rates Relief)	
• BID levy £ 85	
• Water and electric £1,800	
• Insurance £ 200	
• Volunteer training £ 100	
• Sundries (tea,coffee,printing) £1145	
Total estimate £23,330 + 10% contingency = £25,663	
	£
	£
Total	£ 25,663

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

Source	£	Confirmed?
WADT + existing project funds	9,000	Yes
Age UK NSW Dorset + staff hours	2,000	Provisional
Volunteer Centre Dorset +	2,000	Provisional
#Helpandkindness	2,000	Yes
Applications to be made (April to August 23)		
Shared Prosperity Fund (Dorset Council)		
WeAreWeymouth/Weymouth Bid (vote dependent)		
National Lottery community partnership fund		
Total	15,000	

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

Please see attached report.

Access to information and services i.e.:

- Where to find community organisations? Pick up printed information if available.
- What volunteering opportunities are available to people with local organisations from Friends of Radipole Gardens, the Lifeboats, Tumbledown etc?
- How to find local attractions and what's on information (25% of Tourist Information Centre users are local residents (Wales TIC survey) ? Also heritage attractions, travel services.
- Signposting to community organisations i.e. wellbeing groups, housing support, CAB, Guides and Scouts, the whole range of community organisations.
- Signposting to voluntary and community sector services i.e. The Lantern, Safe Sleep,
- Signposting to public services, advice and benefits. Including Weymouth Town Council and Dorset Council, health and social care, Dept Work and Pensions.

The Information Shop is designed to complement 'virtual' and 'online information', by providing people with a 'non threatening' and easily accessible place to find out what they need. Much work is being done by public service colleagues around the 'digitally excluded', and 'hard to reach' groups and a familiar 'retail type' environment that may provide an 'introductory service' may help.

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

This project covers the whole of Weymouth and we are very grateful for the support we have had from councillors across the Town. Attached is an example from Cllr Tia Roos

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:

This project came from the Weymouth Tourism Network (members include Weymouth Town Council, Weymouth Bid, Volunteer Centre Weymouth, First Bus, South West Rail, WADT, the Land Train). And also the Weymouth Area Development Trust research into the need for a Community Resource Hub, confirm at the Chesil LAG (Children and Family Service network)

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

Sharing the funding of the Pilot across a collaboration of organisations, and collating a shared evidence base after six months, will defray costs and risk across these Weymouth organisations.

The 'old' business model of Tourist Information Centres based on commission sales and bookings no longer applies, however colocation of information services can bring in different funding streams that support each other.

We are currently in talks with Crowdfunding Uk and with the National Lottery to address the longer term funding needs. Also under review is the model based on the evidence collated. (See attached Evidence report draft)

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

WADT is usually funded through project grants funding and social enterprise.

The pilot for the WIS project was funded with a patchwork of grants from public services, local authority, Weymouth Bid, health services and charities.

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

n/a

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

Please see Information in Q.17

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?

Please see Information in Q 17.

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

Project income and expenditure, please see above for the WIS Project.

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

WADT gratefully received £24,800 grant funding for Project Development of the successful Tumbledown Project. Paid in monthly instalments from April 2020.

Also from Weymouth Town Council £2,000 towards the Weymouth Information Shop Pilot.

Dorset Council £8,000 towards the Weymouth Information Shop Pilot.

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

April 2019 to date:

Weymouth Bid (Weymouth Quay Regeneration Project development), £17,500

School of Social Entrepreneurs/Power to Change For Starfish Enterprise Community Business match trading funding. Paid in instalments. £13,750

Architectural Heritage Fund Feasibility Brewers Quay. 2020 £13,183.15.

Dorset Community Foundation. Equipment for Tumbledown volunteers £3,850.

Coastal Community Fund (national paid via Dorset Council) for WQRP £114,000.

For Weymouth Information Shop Pilot project April 2022

Funders/ Contributors	
Volunteer Centre Dorset	4000
Dorset CCG	8000
WeAreWeymouth	2000
Public Health Dorset	1000
Age UK NSW Dorset	Premises contribution
WADT	In Kind. Time and furniture/ furnishings

29. Has the project that you want the funding for already happened? No. The Pilot finishes March 2023 and the evidence informs the Project going forward.

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

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) /Not applicable

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) / **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:*Chris Wilson*.....

Name:Chris Wilson.....

Date:26.01.2023.....

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?
	No	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 £5,000 or less?
Yes		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 (for the next three years)		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?
n/a		For projects involving vulnerable children or adults, do the organisers have the support of Adult Social Care or Children's Services at Dorset Council?
Yes		Will a representative be attending an F&G meeting?

Assessing officer: Helen Legg

Date of assessment: 26th January 2023

Decision (delete as applicable): proceed to committee

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