

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:

AIR FM Community Interest Company

Supplied

Name of person making the application: Malcolm Cann

Position in organisation: Director

.....

Contact phone number: Supplied

.....

Email address: Supplied

About Your Organisation

2. Does your organisation:

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? No

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?

The objects of the Company are to carry on activities which benefit the community of Weymouth.

AIR FM CIC provides a community radio station and peripheral services that have the interest of the Weymouth Community at its heart. It will provide , local news and comment; local information on events and activities; entertainment with a local bias; and will provide a signposting function to all other Weymouth community interest groups, providers, and supporting agencies that share Air's vision of community provision. We intend to encourage civic pride, community endeavor and activity, and a sense of being an active part of a vibrant community.

6. Where does your organisation meet? Since moving out of Westfield we are using community and other available spaces.
7. How often do you meet? The Board meets on a regular basis and a meeting can be called at any time by a director.
8. Members tend to meet at outside events, fundraisers etc. To minimise travel we try and use social media, teams, etc.
9. How many members does your organisation have? 25
10. How many people will benefit from this funding? 50 directly (via volunteering opportunities) plus, a large number of listeners. Local organisations, including the Town Council, charities etc will have greater access to explain work, events and engagement.
11. How many of these are Weymouth Town Council area residents? 90%
12. How much funding are you applying for? £2,851
13. What is the total cost of your project? £15,000

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.

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

Air CIC has successfully been operating as a radio station serving Weymouth for 10 years. It was originally established as a college based project but gained an OFCOM FM licence which is valid to 2028. During this period Westfield College provided accommodation to the station in return for access during the day. The accommodation is required for other educational purposes and the space was recently handed back

Covid had a profound impact on Air, losing many sponsors and volunteers. It left less income and the move has added to the current challenges. As a community interest company, all the volunteers see this as a challenge but one that can have a positive outcome as the local community deserves its own radio station. With support from the Town Council we will take advantage of drop-in community venues to broadcast shows from and extend our community reach. We will engage with as many local groups and people as possible enabling access to their radio station. We are requesting funding for specialised software that will enable this. In addition, we are asking for financial support to fund publicity material to explain the purpose and to recruit new volunteers from hard-to-reach communities in the Town.

AIR needs to reach a stage of stability and this can be achieved from the funding requested. It will raise greater awareness of the station and subsequent additional income to support running costs. All aspects of running the station and company are by volunteers and this will continue with the prospect of increasing the volunteer base, educational and training experiences. Air will continue and expand to support community events.

Community values, support, and giving a voice to all in the locality are our objectives. Radio can change lives by giving media experiences, training key skills in a unique way, and breaking down barriers for all in society in an inclusive and exciting environment. With support, we will increase volunteer participation, train local people of all ages, and provide a hub for all local organisations to promote their cause and events. The broadcast output will be focused on the locality, with original shows created and presented for the local audience, backed up by social and other media. Local musicians will be able to showcase their talent and schools/college participation in a rolling programme of activities. For some a stepping stone into a professional media career and for others an opportunity to remove isolation and loneliness.

15. 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.

16. 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

17. 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
Software to enable volunteers to interact with studio base and broadcast from studio and locations.	£2351.34
Printing and promotional items to promote to hard to reach groups, new volunteers and extend audience	£500.00
	£
	£
Total	£2851

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

Source	£	Confirmed?
Sponsors and advertising	8000	Yes
Events inc PA, staging etc	5000	Yes
Total	13000	

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

The station belongs to the community and with publicity and support as well as being at high-profile events and venues this will be achieved. It then will become a key community asset.

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

21. 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:

We take every opportunity at events to ask the community what they would like from their station. This was facilitated at events including The Expo and Nostalgia at the theatre. We have ongoing interaction with the community who confirm this.

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

The intention is a one off expenditure will enable us to become sustainable. By providing remote access we will be able to broadcast from all over town and conduct interviews with key players and the public. Our intention is to publicise this via leaflets and other promotional material so we become a "go to" organisation in Weymouth.

applications?

23. Weymouth Town Council declared a Climate and Ecological Emergency in 2019 and is keen to ensure that environmental impact reduction and opportunities for environmental enhancement are mainstreamed through its work.

How will this project help improve the environment and what mitigation measures will be put in place to limit environmental impacts such as use of single use plastics, waste generation, sustainable travel, reducing energy usage?

All our team are advocates of reducing the environmental impact and aware of the climate agenda, being a coastal location. Beyond recycling, energy reduction and reduction in travel etc we want to support the voice of your team and publicise what listeners can do within their environment.

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

Events and sponsorship have been the main source of funding. Having been hosted by Westfield for the past 10 years we need to increase our revenue through sponsorship, events and great awareness in the Town.

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

We do not charge members as they are also volunteers. All aspects of our work including board is on a voluntary basis.

26. The Council wishes to ensure that its limited grant budget goes to help those most in need. The Council will not normally fund events or activities for which a charge is made e.g. tickets for a dinner or a fee to attend a club. If it is intended to have a charge, please let us know how much people will be charged to access this project and what steps are to be put in place to ensure as many people as possible from Weymouth are able to access the project.

If a surplus is to be made please detail how and when these funds will benefit the communities in Weymouth:

It is very unlikely that there will be a surplus but if that happens we will provide support and help to third sector and similar organisations locally.

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

WTC Winter 2020 – Transmitter upgrade £2000

28. 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?

We held a fund raising event at the Pavillion and provided PA at other events. Going Forward we are hosting the Famous Spa day and other events TBC.

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

We anticipate expenditure of approximately £18000 and match with income.

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

Nil

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

OFCOM Support to maintain service during Covid.

32. Has the project that you want the funding for already happened? No

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

34. 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) / No/Not applicable (delete)

35. 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

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: Supplied

Account number: Supplied

Sort Code: Supplied

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: Supplied

Name:Malcolm Cann.....

Date:1st June 2023.....

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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 Governance 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?
Yes		Is the grant application for £3,000 or less?
n/a		For applications between £3,000 or £5,000, has the applicant fully detailed the exceptional circumstances?
tbc		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?
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?
tbc		Will a representative be attending Finance & Governance Committee?

Assessing officer: Helen Legg

Date of assessment: 1st June 2023

Decision (delete as applicable): proceed to committee

Approved as agenda item for the Finance and Governance meeting on: 7th June 2023