

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:

Cycling without age Weymouth.

Address provided

Name of person making the application: **Des Lochrie**

Position in organisation: **Chairman of Charity**

Contact phone number: **Provided**

Email address: **des@cyclingswithoutage.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?	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: **YES**

If so, please give your charity number: **1182812**

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

If so, which: **We are affiliated to Cycling without age England but have no financial ties.**

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

We are a registered Charity "Cycling Without Age Weymouth" which provides Trishaw rides for people who struggle to get out and enjoy the open air, due to reduced mobility, dementia, or social isolation. We use a purpose-built trishaw that accommodates two passengers and is steered by a cycling pilot. We currently have three trishaws that provide regular cycle rides around Weymouth using the Esplanade, Rodwell trail and other suitable routes to enjoy the natural beauty and environment. We have other Trishaws on Portland and in Dorchester

5. Where does your organisation meet? **Trishaw rides are outside.**

6. How often do you meet? **Trishaw rides are offered every day of the year.**
7. How many members does your organisation have? **7 Trustees, 45 volunteers**
8. How many people will benefit from this funding? **We had 872 passengers in 2022 which was an increase of 25% on 2021, to date for 2023 we have seen an increase of 10%**
9. How many of these are Weymouth Town Council area residents? **100%**
10. How much funding are you applying for? **£ 3000**
11. What is the total cost of your project? **Annual running costs £ 4000**

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.

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

We are seeking funding to purchase motor upgrades that assist the trishaws, bike equipment, replacement tyres and additional batteries to extend the daily usage.

13. 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.

14. 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

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
Upgrade 2 motors	£ 1000
Purchase of Bike stand and toolkit	£ 150
Replace tyres on three trishaws	£ 250
Purchase of additional batteries to extend daily use	£ 1600
Total	£ 3000

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

Source	£	Confirmed?
Voluntary donations		Ongoing
Lottery Fund		Received for purchase of bike
Coop Community fund		Received
Total		

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

From our current experience we are confident that this project is providing the opportunity for local residents to enjoy the following positive changes

- **Improved social interaction combating isolation**
- **More people accessing the outdoors**
- **Shared experience between carers and clients**
- **Stimulating past memories from the local environment and generating future memories**
- **Improved mental health and physical well being for participants.**

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

Cllr Matt Bell

19. 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:

Our charity is currently providing trishaw rides for around 872 people each year in Weymouth. We have established good links with 4 care homes, and community groups like Memory cafes, Muntsy's, and the Ridgeway centre. We regularly get very positive feedback from our passengers and support staff

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

This funding will lead to greater sustainability of trishaw fleet enabling us to be more self-sufficient.

21. 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?

Cycling is a very eco friendly activity. Our trishaw rides have no impact on the environment. Our presence around the town centre promotes cycling as a form of sustainable travel.

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

Donations and grants

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

We do not charge for this service as we are run fully by volunteers and function as a charity. We have no paid staff.

24. 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:

N/A

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

NO

26. 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 don't engage in direct fund raising activities but rely on donations

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

Expenditure

Insurance of £1200,

Trishaw Maintenance £300 per Trishaw, however we are looking to replace batteries and hubs of 2 of our Trishaws

£300 leaflets etc

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

Dorset inclusion grant March 2021 £975 Spare battery

Dorchester town Council grant £500 September 2022

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

N/A

30. Has the project that you want the funding for already happened? **This service is currently being offered to members of the Weymouth Community**

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

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

Not applicable

33. 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: Des Lochrie

Name: Des Lochrie

Date: ...12/06/2023.....

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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?
	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?
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?
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?
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 Finance & Governance Committee?

Assessing officer: Helen Legg

Date of assessment: 29th June 2023

Decision (delete as applicable): proceed to committee

Approved as agenda item for the Finance and Governance meeting on: 19th July 2023