

APPLICATION FORM FOR GRANT 23/24

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

1. Name/Address of Organisation:

Artwey CIC Reed Woodruff 24 Cornwall Rd Dorchester DT1
!RX.....

Name of person making the application: ...Fran Groves...Ian
Cox.....

Position in organisation:
.....Directors.....

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?	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:
...06986906.....

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

If so, which:
...no.....

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

Artwey was formed in 2009 as a non-profit making Community Interest Company. We have a mission to create, share and promote art in our community. We do this in many ways including through our website and on social media. On our website, members are able to upload a profile and unlimited images of their work to their personal gallery. They can also promote their own teaching, workshops, tutoring and personal exhibitions. We organise a Rolling Venues programme where members can exhibit on a rota basis in local venues such as cafes and restaurants. We organise large group exhibitions in the Summer and Winter and always enter group exhibitions into one of the UK's largest open studio events, Dorset Art Weeks. We often collaborate with other organisations to offer our members even more opportunities to share, develop and grow their confidence and practice. We provide access to a network of local artists and opportunities that arise from shared efforts and social events. Members are able to access a discount on art supplies from local suppliers currently includes the following, we are always looking for other relevant retailers to add to this list : Frank Herrings and Sons, Art Supplies, Dorchester 10%, Island Gallery , Portland 10% [off framing only] & Bridport Arts and Crafts shop. We provide members with the free loan of exhibition equipment such as display boards, plinths, cabinets, card carousels, browsers, lighting and hanging systems for your own use provided they are not required for an Artwey exhibition. We communicate with each other via access to our private members group on Facebook. Collaborating with other groups, we organise a timetable of 'en plein air' painting days throughout the summer which are sociable, fun and a chance to share good practice. We bring opportunities for the public to take part in art events through our outreach programme, fun art days and workshops.

6. Where does your organisation meet? Various venues.....
7. How often do you meet? ... monthly director meetings
8. How many members does your organisation have? ...100.....
9. How many people will benefit from this funding?estimated in excess of 1500 people.....
10. How many of these are Weymouth Town Council area residents?it is anticipated that the majority of visitors would be Weymouth Town Council area residents
11. How much funding are you applying for? £ 3000.....
12. What is the total cost of your project? £5000.....

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:

We are proposing an art Trail through Weymouth town centre with the Theme of 'Peace'. There will be 15 venues where artwork will be exhibited coinciding with Artwey's 15 years anniversary.

Various local groups would also be asked to contribute to this event which will run from 7th-21st September which is the United Nations World Peace day. This event will culminate with an open invitation party.

During the two weeks of this art Trail we will be holding workshops in the town for the public to create their own artwork, this will be exhibited at the Party on 21st September

14. Which of the Council's priorities does the project contribute to?

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

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
Venue rentals, Display boards rental and delivery, Art materials and workshop costs.	£750
Design and print Banners, catalogues, trail maps, publicity and advertising	£750
Peace Day (21 st September) venue hire, display boards, tables and chairs, lighting rental, delivery and installation, refreshments	£1500

	£
Total	£3000

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

Source	£	Confirmed?
Weymouth BID	2000	pending
Total		

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

This event will encourage people into the town to visit these art venues, visitors that may not otherwise venture into the town centre. The trail will encourage discussion and debate about people’s vision of Peace especially during these turbulent times. It will bring colour to the town and residents and visitors will be actively encouraged to personally take part and be involved artistically. Visitors will also be encouraged, with the aid of QR codes, to log their attendance at each venue. Those that complete the trail will receive a certificate and be entered into a draw.

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

Trail will be throughout the town, starting at the Pavilion

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:

Directors have been in discussions with various local groups, schools and college lecturers who have expressed an interest of being involved.

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

It would be anticipated that if this became an annual event the positive publicity would encourage local businesses and groups to be financially supportive in future.

22. 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 venues are easily accessible by walking and with public transport.

There will be little or no environmental impact caused by this trail and where possible any handouts, drinking cups, plates and utensils will be made from recyclable materials

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

Membership fees.

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

£60 per year

25. 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:

This event is totally free to visitors and it is not anticipated there will be any surplus.

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

Application for Funding from the 'We Are Weymouth' (BID)

27. 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 currently have any fund raising events booked

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

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

Grant allocated to Artwey for hire of a marquee at Nothe Fort so we could exhibit during Dorset Art weeks 2022?

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

none

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

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

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

Not applicable

34. 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?

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: 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: Provided

Name: Fran Groves & Ian Cox

Date: 25/02/24

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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?
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 £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?
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?
tbc		Will a representative be attending Finance & Governance Committee?

Assessing officer: Helen Legg

Date of assessment: 27/02/24

Decision (delete as applicable): proceed to committee

Approved as agenda item for the Finance and Governance meeting on: 07/03/24