



COMMUNITY GRANTS FUND APPLICATION

Please answer all questions which are relevant to your organisation – failure to do so may result in a delay in the determination of your application

PROJECT (In no more than 25 words)	*A Singing for Fun and Wellbeing session, open to all. * A choir aimed at people experiencing symptoms of dementia, and their carers.	GRANT AMOUNT REQUESTED	£ 1500.00
--	--	-------------------------------	-----------

Contact Details

Q1 Name of organisation making application:
.....Community @ In Good Hands CIC.....

Name of contact for this application

Title: M s First Name: Julia Surname: Dean-Richards

Position held in the organisation: [REDACTED]

Contact Address, including full postcode:
[REDACTED]
.....
.....
.....

Postcode: [REDACTED]

Contact Telephone Number: [REDACTED]

Email address: [REDACTED]

About your organisation

Q2 What type of organisation are you?

Tick (✓) relevant category:

Registered Charity: () Charity Registration Number

Voluntary Organisation: ()

Company Limited by Guarantee: () Company Number

Other – Please specify: Community Interest Company 13152537

Q3 When was your organisation established?

January 2021

Q4 Briefly describe your organisation.

Describe your organisation, including how many members/users you have, whether there is a subscription fee and the usual activities/services you provide. If you are a new organisation, describe the services/activities you plan to provide.

Community @ In Good Hands, based in Frankwell, Shrewsbury, has grown from a ten year sole trader enterprise, to become a Community Interest Company registered two years ago. The company has two Directors, one a health & wellbeing practitioner, and the other with many years' experience in education, social care, community enterprise and the creative industries. We aim to provide a welcoming, warm, safe space for our community, with all its diversity, different needs and interests. We have a small licensed café, providing wholesome food and drinks at reasonable prices. We promote our work and community space to local people via our cafe window, our social media pages, and by word of mouth. Regular customers, groups and community leaders attend our café and live music events; this means that word of mouth and informal discussion encourage participation and promote community involvement. Evaluation is on an ongoing basis, using questionnaires and discussion, in order to learn, and develop future projects.

Q5 If you are a subsidiary of a larger organisation, please state which one.

N/A

Q6 Does your organisation have an agreed Constitution or Memorandum of Association?

Please state which and attach a copy:

Memorandum of Association

Q7 What is your primary source of funding?

Income from the sale of coffee, tea, lunches, and bar sales.

Q8 Describe the projects/activity you plan to use this grant for.

i. Try to be specific about what you will do and how you will do it.

- **Singing for Fun and Wellbeing Session**

The once a week, two hour daytime session, is led by two local musicians with experience of working in different contexts, with a diverse range of participants. The facilitators actively encourage social interaction during sessions. The feedback from our pilot sessions has been extremely positive, with an attendance of ten to fifteen people, ranging from 6 months to 80 years, from the local community, a home-schooled young person, and a group of disabled adults living in supported accommodation and travelling to the singing sessions. The session is open to the public, and aims to combat loneliness and promote community values.

The session begins with an open discussion where people suggest songs we can sing together as a group. This helps people from the local community to get to know each other and share their interests about music. There is then a group vocal warm up, which is fun and informal and breaks the ice.

We then get on to learning the songs that have been suggested by the group with the help of the facilitators teaching various vocal techniques including placement, timing, pronunciation, pitch and fluency. As well as developing their musical skills, the participants are benefiting from proven positive changes to their wellbeing and health, such as better lung function, improved memory, sense of community and confidence. Halfway through the session we break for refreshments and encourage the group to socialise and get to know each other.

- **In Good Hands Choir**

We are aiming to put together a choir of local people experiencing effects of dementia and the isolation it can bring. Singing has many physical and mental health benefits known to help people with dementia improve their quality of life and wellbeing. With this group we aim to help participants maintain their speech and language, reduce depression and anxiety, and light up happy memories. As well as all this, they will be able to socialise in a safe warm environment with like-minded people and to feel part of a group making music together.

The choir will be run by group leaders with experience in working with people with dementia and learning disabilities in a musical capacity.

The session will begin with a group discussion to help ignite musical memories, encouraging people to make suggestions based on songs from times gone by. We will then work on learning these songs together in an informal, fun way with lots of enthusiasm, and sing together accompanied by the house piano. We will provide refreshments at half time and encourage social interaction within the group.

ii. Please state how you have identified this need and how the project will benefit the people of Shrewsbury, together with the estimate time span.
If you are seeking continuation funding for this project, please provide evidence for this continued need.

We have researched the need for the choir through discussion with a local care home and with other local residents. Before starting the Singing for Fun and Wellbeing group, we gave out questionnaires asking people about the kind of activities we could provide. This ongoing interaction has been possible due to our close involvement with the community, in the context of our welcoming community sitting room.

iii. How many people from the Parish of Shrewsbury do you expect to benefit from your project or activity?

30

Q9 What criteria will be used to measure the success of the project and how many people from the Parish of Shrewsbury do you expect to benefit from it?

- Participants will be able to sing a balance of new, in progress, and familiar songs.
- Participants become and remain interested and engaged.
- Singers take ownership by arriving on time, listening, and staying focused.
- Participants feel valued and respected.
- The project is known to make a positive contribution to our community.
- The sessions and any resultant outcomes fulfill aims and objectives negotiated with those involved.
- The facilitators reflect on the experience, evaluate the sessions, and work on their own initiative to move the project forward

Health & Safety

Q10 What, if any, special safety issues are related to your project/activity?

Please provide the following information –

i. What kind of insurance does your organisation have?

We have public liability insurance £5000,000

ii. Do the leaders have the relevant qualifications and/or experience?

Yes, the sessions and choir will be led by experienced music workshop leaders, who have delivered similar projects in SEN schools and facilities, as well as in local public schools and community centres, such as The Hive, Shrewsbury. Gemima Gallier is a professional performer who works musically with various age groups, and is currently running the Singing for Health & Wellbeing session at Community @ In Good Hands. She has coordinated and run music activities in a care setting with people with dementia, and runs regular sessions with adults with learning disabilities.

iii. What policies does your organisation have in place (i.e. Health and Safety, Child Protection/Safeguarding, Working with vulnerable adults, Equal Opportunities, CRB Checks etc.)? *You may be required to submit copies of your policies*

- Health & Safety Policy
- Equal Opportunities Policy

Facilitators will hold a DBS certificate

Funding of your project

Q11 Previous Applications

If you have applied for and received funding from Shrewsbury Town Council in the past please provide details of the amount, the year and briefly what the funding was used for.

Year	Project Description	Award £
	N/A	

Q12 Project Funding

Please provide details of the amount of funding you need for your project and give us a breakdown of what the money is for (please enclose any relevant estimates or details).

Tell us the amount of grant requested £1,500 and provide a detailed breakdown as to how you have reached this figure

Project Expenditure Please list all items of expenditure for your project	Amount of Project
Singing for Fun and Wellbeing facilitation x 32 weeks	£3,200
Heat and Lighting x 32 weeks	£160
In Good Hands Choir facilitation x 32 weeks	£3,200
Heat and Lighting x 32 weeks	£160
Total	£6,720
Project Income Please list how the project shall be funded	
Participant contribution - £5 per person per session x 30 = 150	£4,800
Donations	£420
What is the difference? This should be the same as the amount of Grant you are applying for	£1,500

Q13 Covering a Shortfall

If the Town Council makes an offer less than the amount requested, how will that impact on the Project and how will you cover the shortfall?

We would cover the shortfall by endeavoring to increase the number of participants involved; and would fundraise to raise the amount donated.

Q14 Sustainability

What plans do you have in place to ensure that your organisation becomes more sustainable and less reliant on grant funding, particularly from the Town Council?

The day to day operation of the organization is sustainable, however, in order to fulfill our Community-centred mission and vision, we aim to increase our footfall and opening times, hosting private events to bring in revenue from venue hire.

Your Accounts

Q15 Please provide the following details from your most recent annual accounts

Total Income	£ 17,116
Less Total Expenditure	£ 16,440
Surplus / Loss	£ 676
Savings (Reserves, Cash, Investments)	£ 5451

Please provide a copy of your most recent annual audited accounts or, in the case of newly established organisations, the projected income and expenditure for the next twelve months.

You need to include these documents with this application.

Account Details

Q16 Please provide your bank or building society account details

You can only apply for grant if you have a bank/building society account in the name of your organisation. We will only pay grants into an account which requires at least two people to sign each cheque or withdrawal. These people should not be related.

Account name: [REDACTED]

Sort Code: [REDACTED]

Account Number: [REDACTED]

Bank/building society name: [REDACTED]

Bank/building society address: [REDACTED]

[REDACTED]

Who are the signatories and what position do they hold in your organisation?

- 1 Name [REDACTED] Position Director
- 2 Name [REDACTED] Position Director
- 3 Name Position

Any Other Information

Q17 Any other information which you consider to be relevant to your application.

.....N/A.....
.....
.....
.....
.....
.....

Declarations

Q18 Declaration

Please give details of a senior member of your organisation.
For example, this may be your Chairperson, Treasurer or Secretary. They must read the application and sign below. **(This must not be the main contact name in Q1).**

I confirm, on behalf of Community @ In Good Hands CIC (insert name of organisation):

That I am authorised to sign this declaration on its behalf, and that, to the best of my knowledge and belief, all replies are true and accurate.

I confirm that I have read the Terms and Conditions set out in the Notes which accompanied this application and further confirm that this application is made on the

basis that if successful, the organisation will be bound to use the grant only for the purpose specified in this application, and will have to comply with those Terms and Conditions and any others which the Council might attach to the Grant.

Post held in organisation: Co-Director

Title [redacted] First Name: [redacted] Surname: [redacted]

Organisation address:

[redacted]

Postcode: [redacted] Telephone: [redacted]

Signed: [redacted] Date: 20/01/2023

Q19 Signature of Person Completing the Application

This must be the signature of the person named in Q1 as the main contact and **not be the same person who has signed in Q18**

I confirm that, to the best of my knowledge and belief, all the information in this application from is true and correct. I understand that you may ask for additional information at any stage of the application process.

Signed: [redacted] Date: 20/01/2023

Checklist

1. Have you answered every question? ✓
2. Have all signatures been completed? ✓
3. Have you included a copy of your constitution? ✓
4. Have you included a copy of your most recent audited accounts? ✓
5. Please state any supporting documents you are submitting: ✓

Please return your completed application form to:

**Town Clerk
Shrewsbury Town Council
Riggs Hall
The Library
Castle Gates
Shrewsbury
SY1 2AS**

**Telephone: 01743 281010
Email: Helen.ball@shrewsburytowncouncil.gov.uk**