



SHREWSBURY TOWN COUNCIL 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)	To put on the 10th annual Rainbow Film Festival, at the OMH and the Hive, from 16th to 18th October 2015	GRANT AMOUNT REQUESTED	£500.00
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Contact Details

Q1 Name of organisation making application:

Rainbow Film Festival

Name of contact for this application

Title: ...Mr. First Name: Peter...Surname:Roscoe.....

Position held in the organisation:

.....Treasurer.....

....Contact Address, including full postcode:

[Redacted]

[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: (x)

Company Limited by Guarantee: () Company Number
Other – Please specify:

Q3 When was your organisation established?

.....2006.....

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.

We are made up of four volunteers and over the Festival weekend we show 7 feature films, with an average audience of about 70 people. We also screen two programmes of short films with an audience of about 20 to 40 people. There is no subscription fee. Our main activity is the annual Festival but we also screen films to mark World Aids Day (1.12), during LGBT History Month (February) and to mark International Day Against Homophobia & Transphobia (17.5). We also are involved in local agencies e.g. Safe Ageing No Discrimination (SAND), Fairness, Rights, Equality Shropshire (FRESH), through whom we now outreach to local schools e.g. William Brookes, to advise and help in dealing with homophobia and talking positively about change and the usefulness of film as a media in this.

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:A Constitution (copy attached).....

Q7 What is your primary source of funding?

Individual/organisation sponsorships and grants. Last year we achieved our aim of increasing sponsorship support and reducing our reliance on grants.

Details of the project or activity you are planning

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.

We will screen 7 feature films and two programmes of short films over the weekend of 16th to 18th October at the Old Market Hall and at the Hive.

Before we screen any film we must obtain a licence to do so and these usually cost between £100 and £400. To ensure the Festival is a success we must promote the Festival. Last year this cost about £16000.00. We would use any grant from Shrewsbury Town Council toward the cost of promoting the Festival, venue costs and/or obtaining film licences.

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

The need to provide a Festival, which creates a positive experience for LGBT people, their families and friends, is identified through our personal experience of homophobia and the experience of the West Mercia Police in its work in dealing with Hate Crimes as they affect LGBT people. National research by Stonewall and more local research co-ordinated by the Fire & Rescue Service indicates that, despite progress in terms of legal equality, homophobia continues to be a problem.

The Festival is a positive way to bring people together and raise awareness. There is an immediate benefit from this to the town as a whole as we believe that greater understanding between people makes for a happier, healthier and productive town. It is a way of building bridges in a friendly and open way. One day, we hope, all same sex couples will feel safe enough, if they so wish, to show affection e.g. to hold hands anywhere in Shrewsbury.

We are happy to share the feedback forms from previous Festivals; these illustrate that people feel there is an ongoing need for this Festival.

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

Potentially all of them

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?

At each film screening we ask our audience to complete a feed-back questionnaire and to comment on all the different aspects of the Festival. We take this feedback very seriously. Throughout the year we actively encourage people to let us know their feelings via our website, Twitter and Facebook.

We believe that, potentially, everyone in Shrewsbury can benefit from the Festival, not just those who come to the Festival. This is because, through the promotion of the Festival, more people will come to understand and accept that LGBT people really are a part of every family and community and that to recognise this, and not be fearful, is very positive.

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? All the venues we use for the Festival have the benefit of public liability insurance.

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

The staff at those venues (OMH and the Hive) are required to have all relevant qualifications and experience

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*

Our audiences are protected because the Festival is screened at venues where all the above policies are in place.

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 £
2012	Festival 2012	£ 150.00
2013	Festival 2013	£1000.00
2014	Festival 2014	£500.00

Each year the grants have helped us to cover the film licence fees, venue hire and/or promotion costs

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; £500.00..... 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
Film Licences	£2000.00
Promotion	£1600.00
Speaker fees/Festival arrangements/(incl postage etc.)	£1900.00
Venue Hire	£1000.00
Total	£6500.00
Project Income Please list how the project shall be funded	
Grants	£1500.00
Sponsorships	£4500.00
What is the difference?	£500.00

This should be the same as the amount of Grant you are applying for	
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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 will again put more effort in to fundraising from sponsors and further explore the potential for any other sources of grant funding.

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?

We are actively working to increase money from our Sponsors and, as said above, we have managed to do so. We have now succeeded in securing the majority of our funding from sponsors. We encourage our audience to become sponsors but we have to be aware that there is a limit to what people will donate and that ongoing sponsorship can be a fickle business. We aim to generate a surplus each year so that we can commit to there being a Festival the following year, especially as each year it seems likely that less and less grant support will be available.

We took on board the Town Council's comments last year about sustainability and have made a lot of progress. Full sustainability is always going to be a challenge, for now we would again value the Council's support, but our request is half the sum we requested last year, so we are moving in the right direction.

Your Accounts

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

Total Income	£6242.49
Less Total Expenditure	£6519.56

Deficit	£ 277.07
Savings (Reserves, Cash, Investments)	£5441.69

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.

Copy attached

Account Details

Q16 Please give us 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]

Bank/building society name: [REDACTED]

Bank/building society address: [REDACTED]

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

[REDACTED]

[REDACTED]

Any Other Information

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

We feel that the Festival has become an important part of the town's cultural calendar.

And we are very proud to now be celebrating our 10th Anniversary. When the Festival started in 2006 it seemed a radical proposal to host such a Festival in the town, initially we held the Festival over a whole week but experience showed that a weekend event

was a much better arrangement. We feel it, has made a huge difference to the lives of LGBT people in Shrewsbury, and, as important, their friends and families.

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 ...Rainbow Film Festival.....(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: Secretary

Title First Name: Geoff..... Surname: ...Hardy.....

Organisation address:

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: *Peter Roscoe*.....

Date: 7.7.15.....

Checklist

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

Report of the Festival 2014

Sponsorship document

Please return your completed application form to:

**Town Clerk
Shrewsbury Town Council
The Guildhall
Frankwell Quay
Shrewsbury
SY3 8HR**

Telephone: 01743 281010

Fax: 01743 281051

Email: Helen.ball-stc@shropshire.gov.uk