



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)	Songs for you, a creative engagement session for people with dementia and their carers bringing new inspiration, friendship and stimulation into vulnerable people's lives	GRANT AMOUNT REQUESTED	£1000
--	--	-------------------------------	--------------

Contact Details

Q1 Name of organisation making application: **Arts for Health, South Staffordshire and Shropshire Healthcare.**

Name of contact for this application

[REDACTED]

Position held in the organisation:

Arts for Health Manager

Contact Address, including full postcode:

[REDACTED]

[REDACTED]

About your organisation

Q2 What type of organisation are you?

Tick (✓) relevant category:

Registered Charity:

(✓) Charity Registration Number: **1061006**

Voluntary Organisation:

()

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

Q3 When was your organisation established?

The charity was re-established in 2001 after merging three other NHS Charities into one

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.

Arts for Health is a department of the mental health trust delivering services to Shropshire (as well as further afield). We provide a range mental health, learning disability and specialist services / support for inpatients and service users and carers in the county and beyond. **Arts for Health** provides a range of creative engagement activities and events to complement our clinical services. We work in partnership with internal clinical teams, external arts organisations, artists and third sector organisations in order to provide a high-quality service. We are funded by the Trust for salaries but have to raise our funds from local, regional and national sources. Our programme is well supported by our service users, we respond to their needs to create a programme that can support their recovery journey. The Trust has 35 Member Governors, overseen by a Trust Board. Arts for Health has one full-time Manager working in Shropshire plus two part-time co-ordinators working in other areas of the Trust.

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

South Staffordshire and Shropshire Healthcare NHS Foundation Trust

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

Please state which and attach a copy: A constitution is available at the following link:

[https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/294744/South Staffordshire and Shropshire Constitution - April 2013 - FINAL.pdf](https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/294744/South%20Staffordshire%20and%20Shropshire%20Constitution%20-%20April%202013%20-%20FINAL.pdf)

Q7 What is your primary source of funding?

The Trust provides our salaries and a small budget to use as leverage for making grant applications for our programme.

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.

Songs for You is a project that aims to offer a stimulating and engaging project for people with dementia and their carers.

The sessions are professionally led by a singer and art for health practitioner, supported by volunteers.

The project has been developed out of much evidence that singing and music is very beneficial to this target group in engaging and involving both parties bringing their lives closer together again, re-stimulating communication and increasing health and wellbeing.

Our session feedback backs this up; our regular attendees derive huge enjoyment and benefit from the sessions.

The session includes warm-ups, singing along with well-known songs, learning new ones (rounds and world songs) plus visits by occasional musicians to bring an element of music appreciation to the sessions.

Occasionally members of the group bring something creative to share – sometimes a song, sometimes poetry/verse, sometimes a piece of art or creativity they have been involved with. This broadens the interest for everyone and gives the presenter a real boost to their confidence and spirit.

We close the event with refreshments and the opportunity to chat and network, which the carers particularly find helpful and supportive.

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.

We have identified this need originally through national evidence from organisations and Universities carrying out in-depth research into the effects of singing and music in the context of engaging people with dementia.

We have trialled a number of sessions to gather our own feedback and evidence and our experience of delivering this service and project highlight the need to continue providing a project for this group but developing it gradually in other ways such as introducing an element of dance and movement (which we would like to explore over the next year).

This will benefit the people of Shrewsbury who are in this category because there is very little else available to engage and provide stimulation and interest to this group. They have a lot of time spent isolated at home and they tell us that this group activity is something they look forward to each fortnight immensely. We have worked alongside the Alzheimer's Society (who provide Singing for the Brain) to enable us to spread the word about both projects – as we find our participants like to attend both where possible – even though there are distinct differences with the sessions.

Our participants are very hopeful that we can continue the Songs for You sessions and in light of the success of this project, we are putting together an Arts Council application which will further the project for another two years. We need to be able to show Arts Council that there is local funding support and this grant from Shrewsbury to provide sessions over the next year, will confirm local buy-in and matched funding.

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

Over the past year we have engaged over 600 people with our Songs for You programme just in Shrewsbury. We anticipate this will increase as we are continually inviting new members to the group as the need for activities such as

this become crucial to the growing number of people suffering with this illness.

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?

We continually ask for feedback from these sessions both from the person with dementia and the carer. Occasionally we will ask the carer for more in-depth feedback relating to the mood of their loved one before the sessions, during and after – into the following days. At the sessions it is very evident that the experience is a positive one for both parties, there is much enjoyment, laughter, singing and dancing. People are very open to expressing themselves creatively within the session and there is a strong sense of friendship within the group – we have almost created a whole community of people that derive great support from each other and the session. It is lovely to see and experience. As already stated we hope to benefit over 600 people within Shrewsbury over the next year as participants. Plus over 10 musicians and creative people who will feed into the sessions.

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?

The Trust provides insurance for our staff, volunteers and participants. The venue we use also has insurance for those using the building during our sessions.

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

Our leaders of the group are professional artists in their own right within music and song, they are also professionals who have worked within mental health settings for over 4 – 5 years.

ii) 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*

The Trust has all of these policies in place – our leaders undergo a Safeguarding vulnerable Adults course online thorough our training system. They also undergo Trust induction training.

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 £
	none	

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 £..... 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
Artists Fees of £100 per 2 hour session over 20 sessions	£2000
Hire of hall @ £25 per 2 hour session over 20 sessions	£500
Refreshments of £7 per session (for approx. 30) over 20 sessions	£140
Volunteer expenses £5 per session over 20 sessions	£100
Occasional live musicians to support series 3 concerts @ 180 each	£540
Total	£3280
Project Income Please list how the project shall be funded	
Shropshire Council	£1000
SSSFT (the Trust)	£530
League of Friends	£200
Fundraising (Dance party held at The Hive on July 10 th 2015)	£550
Total	£2280
What is the difference? This should be the same as the amount of Grant you are applying for	£1000

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 hold another fundraising event (which was very successful) and have to scale down the number of sessions slightly to accommodate the funding sourced.

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

For this current project, we have stated that we are planning ahead by working up a grant application to Arts Council which could fund the project for a period of up to 3 years. This would then be evaluated to see in which direction the project needs to develop further and we would assess within that period how this project could become more sustainable in the future, possibly thinking about further support from Commissioners of mental health services and other Trusts and Funding bodies nationally. We are holding an Arts for Health Seminar in October of this year, to which we have invited eminent speakers and people working in this field. We are going to be discussing and looking at this issue of sustainability for arts in health work across the region.

Your Accounts

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

Total Income	£35k
Less Total Expenditure	£163k
Surplus / Loss	£128k
Savings (Reserves, Cash, Investments)	£497k

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.

Copy of the accounts is available from the Charities Commission website following this link:

http://apps.charitycommission.gov.uk/Accounts/Ends06/0001061006_AC_20140331_E_C.pdf

You need to include these documents with this application.

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?

- 1 Name
- 2 Name
- 3 Name

Any Other Information

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

.....

.....

.....

.....

.....

.....

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 ...**South Staffordshire and Shropshire Healthcare NHS Foundation Trust:***

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: Director Of Finance & Performance

Title Mrs First Name: Jayne..... Surname: Deaville.....

Organisation address:

South Staffs & Shropshire Healthcare NHS FT, Trust HQ, Corporation Street, Stafford

.....

..... Postcode: ST16 3SR.....

Telephone: 0300 790 7000

Signed:

[Redacted Signature]

*

Date: 22nd July 2015.....

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.

Signe

[Redacted Signature]

Date: 22.7.15.....

Checklist

* Please note - our Director of Finance is based in Stafford
+ ∴ we have included an electronic signature

- | | |
|--|---------------------|
| 1. Have you answered every question? | yes |
| 2. Have all signatures been completed?
sent through mail | On hard copy, |
| 3. Have you included a copy of your constitution?
provided in the application | A link is |
| 4. Have you included a copy of your most recent audited accounts? | Attached |
| 5. Please state any supporting documents you are submitting | comments and photos |

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**