

BELPER TOWN COUNCIL

APPLICATION FOR SERVICE LEVEL AGREEMENT

1. NAME of ORGANISATION: **Fleet Arts**

2. NAME and ADDRESS of CONTACT: Ola Wilson

3. Suite 4K, Strutts North Mill, Bridge Foot, belper DE56 1YD

4. POSITION in ORGANISATION: Manager

5. TELEPHONE Daytime: 01773 820484 _ Evenings: 07968076155

6. EMAIL: manager@fleet-arts.org

7. Briefly Outline what the current activities of your group are:

We are a community arts charity based in Belper, Derbyshire since 1983 and committed to delivering quality and diverse creative workshops, projects and events.

We work with a wide variety of groups and organisations across Amber Valley, ensuring arts provision is engaging and inclusive, especially those 'hard to reach' and/or vulnerable.

8. How many people are currently involved in the running of your group?

Employed full-time worker	<input type="text" value="2"/>	Volunteers	<input type="text"/>
Employed part-time worker		Members	<input type="text"/>
Support or external worker	<input type="text" value="1"/>	Informal helpers/ FREELANCE ARTISTS on average per year	<input type="text" value="30"/>
Committee Members	<input type="text" value="7"/>	Others (please state)	

9. What will the grant be used for, how are you going to do it and where?

What:

To continue our well-respected, value-for-money, coordination and delivery of an eclectic, creative engagement programme, with diverse workshops, projects and events.

How:

Designing interesting, quality, artistic sessions with various groups, organisations and venues.

Contracting skilled, professional, creative facilitators to work with and deliver these programmes.

Ensuring the programme is varied and accessible, working with vulnerable/disadvantaged peoples as well as the general public.

Where:

Across the Belper region, including Parks Estate area, central town and rural outskirts.

10. When will the **work** start:

N.B: We have changed the word 'Project' to 'Work' to fit our organisations application as it is for ongoing multi-project work

Month: April Year: 2023

11. When will the work finish: N.B: our work is ongoing, so as long as possible

Month: March Year: 2027

12. Where will your work take place – address and postcode, if different from the contact address given:

In and around Belper region

13. How will you advertise the work and encourage involvement?

Website, Social media, Posters, Email outs.

Sharing and meeting directly with partners/organisations/groups.

Negotiation/communication with specific groups and participants.

14. Do you work with any other groups or agencies? If so, please outline how you work together:

We work with many different and diverse groups and organisations (please see answer to No.18 for details). How we work together, is by supporting:-

Steering group attendance/membership

Marketing; hiring venues

Match funding for grants

Mentoring

Coordinating and delivering a wide range of creative workshops, projects and events with and for different specific groups as well as sessions open for the general public.

15. How do you know that the work is needed?

There is much evidence-based research been published that highlights the need and benefits of creative engagement e.g. [2019 WHO scoping review](#). Also:-

The enquiries we receive from people/groups about creative opportunities.

The evidence gathered and seen through the projects/events we run.

The engagement numbers.

The feedback given.

The many years of experience of our organisation and the Manager working in this field within the Belper community.

16. What benefits, skills and knowledge will participants gain from the work?

Benefits:-

Improving chances in life through increased well-being and self-esteem; reduction in isolation; emotional and mental support; feeling part of the community; self-expression; enriching engagement; diverse experiences; increased dynamism and culture of the town; Joy!

Skills & knowledge:-

learn local heritage; increase access to culture; learn new and/or improve diverse art skills e.g. visual/digital arts and crafts, music, singing/song-writing, drama, poetry/spoken word, dance; improve social skills; self-care and awareness of diverse cultural activities.

17. How many people will benefit from the work/grant?

Each year on average, we work with:-

850 participants

15 x facilitators

15 x performers

19 x organisation partners

2500 audience

18. Who will benefit from the work/grant in Belper Parish?

We adapt who we work with and what we deliver, to meet the needs of the community. We work a lot with vulnerable/hard to reach (or 'easy to ignore') people/groups and in just this past year, we have worked with:-

Families from low socio-economic backgrounds

Carers/those living with dementia

Displaced families

SEN school children

LGBT+ youth groups

Kickstart young people

Care homes

NHS staff

...plus our general, positive public art programme, to help enrich the town and improve accessibility to cultural engagement:-

Blend youth club

All 6 x Primary schools

Family Library sessions (Lego and poetry)

Continued overleaf...

Harmony studio with young people
Blue Box family craft club
Belper Goes Green Labyrinth installation/poetry open mic
Arts Trail Poetrees/Music performances
Vegan Revelation & Eartharmony Menopause wellbeing event
Welcome Refugee Belper event with DJ & spoken word
Self-employed artists & Makers in local market events

19. How will they benefit from the work/grant?

Improving chances in life through increased well-being and self-esteem
Reduction in isolation
Emotional and mental support
Feeling part of the community
Self-expression
Enriching engagement
Diverse experiences
Learn local heritage
Access to culture
Learning new and improving skills
Increased dynamism and culture of the town
Joy!

20. Describe how the work/grant will benefit people with a Disabling Condition?

We try and make our public workshops/events accessible to as many people as possible.
We work with groups/organisations to ensure that we deliver work that is tailored to their needs.
We work with people with diverse mental health issues, as well as various organisations working with people with different disabilities, such as:-
SEN schools
Memory cafes
Care homes
Hospitals

21. Please confirm that you have carried out the Accessibility Training referred to in Section 10 of the notes below.

Yes

22. How will you show that your work/grant has made a difference?

Feedback collected via:-
Evaluation forms, photographs, witnessing, reports, conversations, 'graffitti walls' (interactive feedback tool).
Numbers engaged and commitment shown.
Sustainability of certain projects.
Yearly reports to BTC.

23. How much will your work cost in total? : £35,000 p/year

N.B: This represents 3/5 of our expenditure (including projects, staff, rent, bills), being spent on Belper-based delivery.

24. How much do you require from Belper Town Council? : £15,000 p/year
X 4 years = £60,000 TOTAL

25. Where will the rest of your funding come from – if applicable? £20,000 p/year

From match funding, other grants, ticket donations from public workshops and events, recharges for in-house delivery and coordination.

Please provide breakdown of items required:

Item Description	Quote Y/N	Cost £
Project delivery (detailed in No.18)	N	8,400
Project coordination @ 30% standard including admin, finance, management, expenses etc	N	3,600
Rent contribution	N	3,000

26. How is your work responding to climate change and the global climate emergency?

We aim to use low-impact and reused/cycled materials as much as possible.
We use local artists and facilitators as much as possible.
We have just done a one year project (Cotton-On) with belper Youth Council looking at activism and protest and Climate change was included.
We have just completed a pilot project linked to green prescribing using natural art in outdoor settings for creative wellbeing.
We are currently developing a 3year project called 'HumaniTREE' focusing on Climate emergency.

27. What plans do you have for the work when funding ends?

To continue strong relationship with BTC for future, mutual support (and to hopefully be able to reapply for a SLA).
Long term grants from other sources for projects that include full recovery costs (i.e. to also cover our core costs to deliver a project).
Look at different income streams e.g. crowd funding and donors etc.

28. How long has the organisation existed and how many Belper residents does it serve:

Since 1983 = 39 years

We would say at least 75% (from .17) are from Belper =

- 2 x p/t employees
- 638 participants
- 11 facilitators
- 11 x performers
- 14 x partner organisations
- 1,875 audience

29. Explain why this work cannot be funded from your own funds:

We are a charity with limited reserves or access to income streams. Our core, ongoing support funding from DCC is stopping in March 2023. We had to leave our old venue last year due to rising maintenance costs by DCC and so we have lost a major income stream. We use funds to help with core costs and match fund to bring in further funds for delivery of projects.

30. Please state your group/organisation finances for the last financial year:

N.B: Our 2021-22 large income was unprecedented, due to various Covid-19 grants/rates relief. So, for balance, we have also included/attached our current budget.

Accounts date	2021-2022 (Inspected)	2022-2023 (Projected)
Total (gross) income	£86,956	£18,300
Total expenditure	£66,374	£39,900
Surplus/deficit at year end	£105,527	-£21,594
Unrestricted Savings & General Reserves?	£25,000 (legal wind-up costs) £56,203 (Training/IT/resources/ Organisational Development/cover budget deficits)	£25,000 £34,609
Restricted Savings & Designated Reserves?	£24,324	tbv after '23 project delivery

If you have restricted reserves – please explain what they are restricted for:

For delivery of specific projects; match funding of projects; Project support; Freelance staff contracts to coordinate/deliver projects.

Declaration:

I declare that I have the authority of the organisation to apply for the grant and that the information contained herein is accurate.

Enclosed:

Copy of the latest published ACCOUNTS: YES NO

Copy of the organisations CONSTITUTION: YES NO

Does your group/organisation have an appropriate policy/process for the following:

Copy of the organisations SAFEGUARDING CHILDREN AND YOUNG PEOPLE POLICY: YES NO

Copy of the organisations FINANCIAL CONTROLS AND MANAGEMENT POLICY: YES NO

(written as Behaviour Policy for our organisation)

Copy of the organisations EQUALITY AND DIVERSITY POLICY: YES NO

The organisation will, if requested by Belper Town Council, produce evidence to show that the grant has been spent on the declared project.

Signed



Dated 27.10.22

BELPER TOWN COUNCIL APPLICATION FOR SERVICE LEVEL AGREEMENT

- 1 Belper Town Council budgets a set amount each financial year to give as grant aid in support of local initiatives. To enable the Council to maintain proper management of its budget no application will receive more than is requested in each application.
- 2 The application form must be completed **IN FULL** giving as much detail about the proposal as possible. A separate sheet may be attached.
- 3 Organisations applying should attach to the application form a copy of their latest balance sheet and profit and loss together with a copy of their constitution.
- 4 **Completed application forms should be returned to the Town Clerk, Belper Town Council, The Butts, Belper, Derbyshire DE56 1HX and emailed to clerk@belpertowncouncil.gov.uk.**
- 5 **Grant applications must be submitted prior to 1st October in the year prior to which funding is required, in order to be considered in the Council's annual budget.**
- 6 The Council's Clerk has delegated power to review applications, request further information, give advice and refuse applications that do not meet the Grant Aid criteria. The Clerk will refer applications to the Council's Full Council meetings on a monthly basis for decision. Applicants will be notified of the date and time of the meeting and be given an opportunity to address the meeting on the application. The decision will normally be made known to the Applicant in writing within seven days.
- 7 Grants will only be considered for projects and proposals which will enhance the quality of life of the people served by the Town Council. Applications from bodies outside the town boundaries may be granted where the proposals show a distinct benefit to the residents of the town.
- 8 Grants will normally only be considered for new / start up organisations and/or projects and/or one off events that meet one or more of the following criteria: The organisation/project or event
 - goes some way to filling in gaps in existing provision
 - is innovative and exciting
 - considers the needs of disadvantaged individuals and groups
 - takes positive steps to promote a healthy environment
 - promotes equality of opportunity and access for all
- 9 Grants will be considered for organisations/projects and events that can either show match funding is available, either through own resources or other grants and that the organisation/project/event is viable without further recourse to Council funding.
- 10 Belper Town Council has produced an Accessibility Strategy and agreed to apply it to every area of its work and the services it provides. Working in partnership with Accessible Belper we want to encourage all organisations in the Town to appraise what they do and consider how accessibility can be improved in relation to people who have disabling conditions. To help you in this process we would ask that you:
Carry out the training – <http://www.accessiblebelper.org/video.html>
Complete the business questionnaire – <http://www.accessiblebelper.org/questions.html>

- 11 The Council will not normally
- support applications from organisations which then go on to make donations to other charities and groups
 - give more than one grant in any one year to the same organisation
 - give a grant to an organisation that receives an annual grant (SLA) from the Council
- 12 **All successful projects MUST recognise Belper Town Council's funding in their literature and publicity and should also keep the Council informed of the development of the project funded by the Council. A timescale for reporting back will be given in the funding agreement.**
- 12 **Reports will be required by 31 March following the payment made during the financial year. If the agreement is for more than 1 year each subsequent year a report will need to be sent into the Council's Clerk by 31 October for review by the Council.**