



in partnership with Sunderland City Council

Project Application 1 – Wearside Smallholders
SIB Request - £10,000

Section 1: Application Requirements

1.1

Please note that this application will be presented to the relevant Area Committee for its consideration when determining your SIB Grant Application. The Agenda and the Minutes of the Area Committee Meeting will be available for inspection by members of the public. Please therefore ensure that your organisation is agreeable to the content of the information that is set out in the form. The Application Form should be provided in either electronic (e-mail or floppy disc) or typed format. If you have a problem with returning this form in either electronic or typed format, please contact the appropriate Area Regeneration Officer. Contact / address details are provided on the covering letter and in the Guidance Notes and Criteria and Project Guidelines.

Please note: that a representative of your organisation must be available to attend the main committee meeting(s) to which this application is presented, as they may be required to answer questions. Failure to attend the meeting(s) may result in your application being deferred or rejected.

1.2 Which Area Regeneration Framework(s) does your project cover? (please tick)

Coalfield [] East [] North [x] Washington [] West [] South []

Section 2: Sponsor Details

2.1 Name of Lead Organisation / Group:

Wearside Smallholders

2.2 Address of Lead Organisation / Group:

34 Haversham Park
Fulwell
Sunderland
SR5 1HW

2.3 Contact Name for Project:

Michael Havelock

2.4 Position in Organisation:

Rent Collector

2.5 Tel. Number:

07904215735

2.6 Fax Number:

2.7 E-mail Address:

hav2601@yahoo.co.uk

2.8 Day to Day Contact Name / Details: (if different to 2.3 above)

2.9 Legal Status of Organisation:

unregistered community group

2.10 Registered Charity Number (if applicable):

2.11 Does your organisation have a bank account into which funds can be paid?

Yes No

2.12 Has the organisation received SIB support previously?

Yes No

If 'Yes' please provide details:

2.13 Are any trustees / members of the organisation employed by or are Elected Members of the City Council?

Yes No

If 'Yes' please provide details:

Section 3: Project Details

3.1 Project Title: (please re-state title as per front sheet)

Wearside Smallholders

3.2 Project Start Date:

01/05/2009

3.3 Project End Date:

01/07/2009

3.4 Please Describe the project:

To carry out environmental improvements to the Shields Road/Waterworks field allotment site to improve the internal footpaths and roadways.

The existing footpaths and roadways are very uneven and prevent disabled access to the site.

3.5 What service does the organisation currently provide and how will this be complemented by the project?

More people would have easy access to their plots and there would be access for disabled people using motorised scooters. There would be easier access for older people and families to gain access to the plot.

3.6 What additional activity will SIB funding allow to happen (please tick the appropriate statement)

(a)	A project will go ahead which otherwise would not happen at all	<input checked="" type="checkbox"/>
(b)	A project will be provided to a higher quality / on a greater scale	<input type="checkbox"/>
(c)	The funding will accelerate the implementation of the project by 12+ months	<input type="checkbox"/>
(d)	A gap in funding will be filled pending other funds being secured (max 6 months)	<input type="checkbox"/>
(e)	Other reason	<input type="checkbox"/>

Please explain your answer:

The committee do not have funds available to complete all of the works. If SIB is not awarded the programme will not go ahead.

3.7 How will you publicise that you have received support from SIB?

(Please refer to Section 3 of the guidance notes)

The SIB logo will be displayed on all paperwork. The local press will be informed and SIB notices will be put on all notice boards on site.

3.8 Has there been any consultations concerning the need for this project?

Yes No

If 'Yes' please provide details:

Minutes from the last AGM, held in November, are available

3.9 Is there any documentary evidence available to support the need for this project?

Yes No

If 'Yes' please provide details:

Minutes from the last AGM, held in November, are available

3.10 Who will benefit from the services provided by the project?

All wearside small holders and disabled plot holders, families and older people

3.11 Will there be any implications for Council Services arising from this project?

Yes No

If 'Yes' please provide details:

3.12 Does this project require the support or sponsorship of a Sunderland City Council Directorate?

Yes No

If 'Yes' please provide details:

Community and Cultural services and Allotment Officer have added support. A contribution of £5,000 is being made via the Allotment Officer.

3.13 Are any legal and other approvals required?

Yes No

If 'Yes' please provide details of type of approval, date secured, or date expected to be secured:

Allotment Officer and Community and Cultural Services will ensure that all permissions etc. are in place before commencement of works

Section 4: Equal Opportunities

4.1 Does your organisation have an Equal Opportunities Policy?

Yes No

If 'Yes' please describe how the project will comply with the Policy:

Policy attached

If 'No' please describe how your organisation addresses equal opportunities issues:

4.2 Does your project specifically address any of the following issues?	
Ethnic Issues	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
If 'Yes' please provide details as to how the project is in line with the Race Relations Act 1976:	
Gender Issues	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
If 'Yes' please provide details as to how the project is in line with the Sex Discrimination Act 1975:	
Disability Issues	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
If 'Yes' please provide details as to how the project is in line with the Disability Discrimination Act 1995:	

Section 5: Relationship of Project to the Area Framework(s)

5.1 Identify which Area Regeneration Framework Action Plan Strategic Priorities this project will address through the use of SIB, and demonstrate how these will be achieved:
The project will address the Attractive and Inclusive priority of the Sunderland Strategy. The project will support the environmental and cultural improvements of the area and provide a welcome and more accessible facility for families, people with disabilities and older people.
5.2 Identify outputs / outcomes against which the delivery of the project can be evaluated. Demonstrate how these will contribute to the Area Regeneration Framework(s).
5.3 If the project relates to two or more Framework Areas, on what basis have you decided how to share the costs?
N/A

Section 6: Management Arrangements

6.1 Describe how the project will be managed:
A main contractor will be appointed via the Committee. The Committee will work with the contractor to manage the project
6.2 Are there any significant risks or uncertainties that may affect either the timetable of the project, or whether it achieves its objectives?
Bad weather may delay the project timescales

Section 7: Financial Information

7.1 How much SIB funding is requested?
£10,000
7.2 Indicate the type of funding requested

Capital Revenue Both

7.3 Has funding been requested / allocated from any other sources, including Council Directorates and if so how much?

£5,000 is expected from Sunderland City Council via the Allotments Officer. Up to £13,000 is available from the Allotment Committee rental income.

7.4 What other funding alternatives have been considered and why were these not appropriate?

Funding alternatives are still being explored via CVS

7.5 What are the financial implications for the project should it not receive SIB funding?

The work will not go ahead

7.6 When SIB expenditure is complete how do you intend to continue this project?

No additional further funding will be required to continue the project. The committee will continue to generate income via rental charges to allotment holders.

7.7 Provide a profile of projected costs:

Funding Source	2008/09	2009/10	2010/11	Total Cost
SIB:				
Coalfield				
East				
North	10,000			
South				
West				
Washington				

Other Sources (please state)

1)	Allotment Officer	5,000			
2)	Smallholders own funds	13,000			
3)					
Total Cost:		28,000			

7.8 Please provide details of any 'in-kind' funding (e.g Peppercorn rents), if included within the 'Other Sources' of funding shown above.

7.9 Please provide a breakdown of the Total cost to show the main areas of expenditure:

All of the expenditure will be for the renewal of main roads and side roads. See estimates provided.

7.10 Please provide details of how you will ensure that the procurement and purchasing of services and equipment will be managed in accordance with requirements as detailed in the guidance notes and guidelines. Include any estimates that you have and details of any contractors or suppliers to be used.

Quotes provided

Section 8: Additional Information

8.1 Please provide any additional information that may be of use in support of your project proposal (Please append additional sheets if required):

Minutes of November 2008 AGM

Section 9: Declaration

This authority is under a duty to protect the public funds it administers, and to this end may use the information you have provided on this form for the prevention and detection of fraud. It may also share the information with other bodies responsible for auditing or administering public funds for these purposes.

I declare that the information provided is correct and accurate and that, should this application be successful, the organisation will agree to the terms and conditions of SIB:

Name:

Michael William Havelock

Position in Organisation:

Rent Collector

Date:

22/01/2009

**Project Application 2 – Southwick Health and Community Forum Development
Co-ordinator
SIB Request - £16,500**

Section 1: Application Requirements

1.1

Please note that this application will be presented to the relevant Area Committee for its consideration when determining your SIB Grant Application. The Agenda and the Minutes of the Area Committee Meeting will be available for inspection by members of the public. Please therefore ensure that your organisation is agreeable to the content of the information that is set out in the form. The Application Form should be provided in either electronic (e-mail or floppy disc) or typed format. If you have a problem with returning this form in either electronic or typed format, please contact the appropriate Area Regeneration Officer. Contact / address details are provided on the covering letter and in the Guidance Notes and Criteria and Project Guidelines.

Please note: that a representative of your organisation must be available to attend the main committee meeting(s) to which this application is presented, as they may be required to answer questions. Failure to attend the meeting(s) may result in your application being deferred or rejected.

1.2 Which Area Regeneration Framework(s) does your project cover? (please tick)

Coalfield East North Washington West South

Section 2: Sponsor Details

2.1 Name of Lead Organisation / Group:

Southwick Health and Community Forum

2.2 Address of Lead Organisation / Group:

192 Southwick Road
Southwick, Sunderland SR5 2AG

2.3 Contact Name for Project:

Keith Brazier

2.4 Position in Organisation:

Forum Development Co-ordinator

2.5 Tel. Number:

0191-5485844

2.6 Fax Number:

2.7 E-mail Address:

keith.brazier@hotmail.com

2.8 Day to Day Contact Name / Details: (if different to 2.3 above)

2.9 Legal Status of Organisation:

Registered Charity

2.10 Registered Charity Number (if applicable):

1096217

2.11 Does your organisation have a bank account into which funds can be paid?

Yes No

2.12 Has the organisation received SIB support previously?

Yes No

If 'Yes' please provide details:

PHS/LB/SIB 08/09/2006 £6,478 Gap funding

2.13 Are any trustees / members of the organisation employed by or are Elected Members of the City Council?

Yes No

If 'Yes' please provide details:

Section 3: Project Details

3.1 Project Title: (please re-state title as per front sheet)

Forum development Co-ordinator

3.2 Project Start Date:

09/3/2009

3.3 Project End Date:

04/09/09

3.4 Please Describe the project:

We are seeking gap funding towards 6 months salary /rent and utility costs to give the Forum management/staff additional time to secure future funds for the work of the Forum to continue. We have applications with funders at present and are working in partnership with C.V.S. to source future funding opportunities to secure the sustainability of the organisation.

3.5 What service does the organisation currently provide and how will this be complemented by the project?

Our organisation provides practical support, information ,learning opportunities and personal development for local families in need. We are based in and provide services for an area ranked 1st in the index of multiple deprivation within the City of Sunderland where 76% of children are growing up in struggling families We strive to help residents to become more active and independent in their own community through training, volunteering, social groups and community events.

Since our organisation was formed we have arranged/ delivered training to over 600 hundred people in many subjects both recreational and educational in response to the requirements of the community increasing employment opportunities and raising expectations and aspirations. We have numerous groups/clubs running at present including, Parent and toddler, Kids clubs, Healthy eating, Seated Chair exercise and community walks. In addition to this we have a community shop sited in Southwick and run an affordable holidays project for local residents with two caravans sited at Butlins Skegness which are available to families at cost. The Forum also line manage and oversee the day to day running of two additional registered groups Southwick Gingerbread(Single parent charity) and Vounteers in Action(Constituted group of volunteers.)

Gap funding will enable all of these much needed services to continue to be provided for for the area.

3.6 What additional activity will SIB funding allow to happen (please tick the appropriate statement)

(a)	A project will go ahead which otherwise would not happen at all	<input type="checkbox"/>
(b)	A project will be provided to a higher quality / on a greater scale	<input type="checkbox"/>
(c)	The funding will accelerate the implementation of the project by 12+ months	<input type="checkbox"/>
(d)	A gap in funding will be filled pending other funds being secured (max 6 months)	<input checked="" type="checkbox"/>
(e)	Other reason	<input type="checkbox"/>

Please explain your answer:

Gap funding will allow time for management/staff to secure further funding from other grant /trust organisations to secure future sustainabilityof the Forum

3.7 How will you publicise that you have received support from SIB?

(Please refer to Section 3 of the guidance notes)

Acknowledgment of S.I.B. would be published in the local community newspaper (Colliery Chronicle 26,000 distribution) Advice/ agreementt would be sort from S.I.B. marketing as to other suitable lines of publicity.

3.8 Has there been any consultations concerning the need for this project?

Yes No

If 'Yes' please provide details:

Existing membership and current attendance at Forum activities and training confirm the support and capacity to expand our services.

3.9 Is there any documentary evidence available to support the need for this project?

Yes No

If 'Yes' please provide details:

Registers of attendance, volunteers registers, community consultations.etc

3.10 Who will benefit from the services provided by the project?

All age groups and gender will benefit from the continuation of Forum services. Children, parents, O.A.Ps will all have projects available to them.

3.11 Will there be any implications for Council Services arising from this project?

Yes No

If 'Yes' please provide details:

3.12 Does this project require the support or sponsorship of a Sunderland City Council Directorate?

Yes No

If 'Yes' please provide details:

3.13 Are any legal and other approvals required?

Yes No

If 'Yes' please provide details of type of approval, date secured, or date expected to be secured:

Section 4: Equal Opportunities

4.1 Does your organisation have an Equal Opportunities Policy?	
Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
If 'Yes' please describe how the project will comply with the Policy:	
The Forum operates an (open door) policy and is accessible to all. We will ensure that all service users are not treated less favourably on the grounds of age, ethnicity, disability, sexuality, gender, marital status, cultural /political beliefs, religion, race.	
If 'No' please describe how your organisation addresses equal opportunities issues:	
4.2 Does your project specifically address any of the following issues?	
Ethnic Issues	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
If 'Yes' please provide details as to how the project is in line with the Race Relations Act 1976:	
Gender Issues	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
If 'Yes' please provide details as to how the project is in line with the Sex Discrimination Act 1975:	
Disability Issues	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
If 'Yes' please provide details as to how the project is in line with the Disability Discrimination Act 1995:	

Section 5: Relationship of Project to the Area Framework(s)

5.1 Identify which Area Regeneration Framework Action Plan Strategic Priorities this project will address through the use of SIB, and demonstrate how these will be achieved:
Area framework addressing social exclusion, community cohesion, equality and diversity, active citizenship, healthy living , learning and improved provision for the over 50s
5.2 Identify outputs / outcomes against which the delivery of the project can be evaluated. Demonstrate how these will contribute to the Area Regeneration Framework(s).
Continued active involvement of volunteers to improve their community Continuation of specific projects for the over 50s such as seated chair exercise, community walks, healthy eating classes etc (attendance 80 approx) Continuation of family /childrens activities (attendance 40 approx) Family fun days (attendance 100 approx) Affordable holidays project(260 approx) Community shop providing valuable asset to local residents Training and personal development opportunities to continue to be provided to members/volunteers increasing life skills and improving employability through accredited/certificated training.

5.3 If the project relates to two or more Framework Areas, on what basis have you decided how to share the costs?

Section 6: Management Arrangements

6.1 Describe how the project will be managed:

The project will be managed on a daily basis by the Forum development co-ordinator, who will in turn report regularly to an elected management committee made up of local residents, housing officer, school head and local business managers, all have many years experience of the roles and responsibilities of management committees.

6.2 Are there any significant risks or uncertainties that may affect either the timetable of the project, or whether it achieves its objectives?

no

Section 7: Financial Information

7.1 How much SIB funding is requested?

£16,500

7.2 Indicate the type of funding requested

Capital Revenue Both

7.3 Has funding been requested / allocated from any other sources, including Council Directorates and if so how much?

£5,000 secured from Sherburn House Trust

7.4 What other funding alternatives have been considered and why were these not appropriate?

Several funding applications are still in progress

7.5 What are the financial implications for the project should it not receive SIB funding?

The forum's future would be in jeopardy, we require time to secure additional funding from other sources

7.6 When SIB expenditure is complete how do you intend to continue this project?

The S.I.B. grant would give the Forum valuable time to secure funds from alternative sources

7.7 Provide a profile of projected costs:

Funding Source	2008/09	2009/10	2010/11	Total Cost
SIB:				
Coalfield				
East				
North	16,500			16,500
South				
West				

Washington				
Other Sources (please state)				
1)	Sherburn Trust	5,000		5,000
2)				
3)				
Total Cost:		£21.500		21,500
7.8 Please provide details of any 'in-kind' funding (e.g Peppercorn rents), if included within the 'Other Sources' of funding shown above.				
7.9 Please provide a breakdown of the Total cost to show the main areas of expenditure:				
Forum development co-ordinator salary including on cost 6 months £14,500 (5,000 secured from Sherburn trust) balance £9,500 Running costs (rent, utilities etc) 6 months @ £7,000 Total request from S.I.B. £16,500				
7.10 Please provide details of how you will ensure that the procurement and purchasing of services and equipment will be managed in accordance with requirements as detailed in the guidance notes and guidelines. Include any estimates that you have and details of any contractors or suppliers to be used.				
NA				

Section 8: Additional Information

8.1 Please provide any additional information that may be of use in support of your project proposal (Please append additional sheets if required):

Section 9: Declaration

This authority is under a duty to protect the public funds it administers, and to this end may use the information you have provided on this form for the prevention and detection of fraud. It may also share the information with other bodies responsible for auditing or administering public funds for these purposes.

I declare that the information provided is correct and accurate and that, should this application be successful, the organisation will agree to the terms and conditions of SIB:

Name:

Keith Brazier

Position in Organisation:

Forum Development Co-ordinator

Date:

03/02/2009