



**Project Application 1 –
Groundworks – Eco Schools in Sunderland
SIB Requested: £10,000 (Multi Area SIB total -
£47,500)**



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 pre-agenda and 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.

Dates and Venues of future meetings are provided as supporting information.

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:

Groundwork East Durham

2.2 Address of Lead Organisation / Group:

Seaton Holme
Hall Walks
Easington Village
Peterlee
Co Durham
SR8 3BS

2.3 Contact Name for Project:

Sam Palombella

2.4 Position in Organisation:

Operations Manager - Sunderland

2.5 Tel. Number:

0191 527 3333

2.6 Fax Number:

0191 527 3655

2.7 E-mail Address:

samuel.palombella@groundwork.org.uk

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

Mobile No 07930 330 725

2.9 Legal Status of Organisation:

Registered Charity

2.10 Registered Charity Number (if applicable):

517952

2.11 Does your organisation have a bank account into which funds can be paid?
Yes
2.12 Has the organisation received SIB support previously?
Yes [] No [<input checked="" type="checkbox"/>]
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 [<input checked="" type="checkbox"/>]
If 'Yes' please provide details:

Section 3: Project Details

3.1 Project Title: (please re-state title as per front sheet)	
Eco Schools in Sunderland	
3.2 Project Start Date:	3.3 Project End Date:
1 st June 2008	30 th November 2009
3.4 Please Describe the project:	
<p>This new and exciting project will be implemented and delivered in partnership between Groundwork East Durham (GED) and Sunderland City Council (SCC) and will engage 19 schools, both primary and secondary, within Sunderland in Eco School Projects resulting in each school receiving an award, ranging from Bronze, Silver and the prestigious Green Flag award. This will not just be great achievements for the schools involved but will also be high quality achievements for the communities raising the profile of each area of the city region.</p> <p>Eco Schools is an international programme run by EnCams to provide a framework for schools to better understand their operations and related impacts on the environment and enable them to take measures to become more sustainable both in how their school is run and how pupils are taught about environmental issues.</p> <p>Although each school will be working on individual projects the programme as a whole will be co-ordinated centrally. The schools and other agencies involved will work in partnership to create a network of support.</p> <p>Our Eco Schools project aims to fully engage the schools by providing focused support to guide them through the process. Officers from both GED and SCC will engage pupils and staff in interactive activities, which will give them an understanding of how their actions affect the environment and communities both locally and globally. The officers will also ensure that the schools have the support they need to meet the requirements of each eco school award.</p> <p>The project will run for 18 months in which time we plan to achieve 7 bronze awards, 13 silver awards and 12 schools to achieve Green Flag awards. As schools progress through their green flag award, GED and SCC project officers will ensure that the schools work together to share best practice, offer support and celebrate their achievements.</p> <p>By participating in this project schools will become a more stimulating place to learn and can expect</p>	

to see many benefits aside from improving their local environment. Participating in an international programme will help raise the profile of the school within their local and global community. By reducing their environmental impact the school could potentially make significant financial savings in terms of their energy and water usage and amount of new resources purchased.

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

The Eco Schools in Sunderland project will be delivered through partnership approach between GED and SCC's Sustainability Team.

Groundwork East Durham (GED) is part of a leading network of charitable Trusts delivering environmental, social and economic regeneration within the region. Our aim is to build sustainable communities through joint action within some of the most deprived areas. GED is an environmental regeneration charity working for people, places and prosperity. The Trust works with a range of partner organisations to deliver projects and programmes of work focussed around education, land, employment, youth, heritage and community to aid the economic and environmental regeneration. The Council's Sustainability Team is responsible for developing the sustainable development approach for Sunderland, and implementing projects to support this, which include; the development of an awareness campaign and action plan to tackle climate change, monitoring and reducing the Council's own activities on the environment through the Carbon Plan and educating the community on how to become more sustainable. The Sustainability Team has worked with several Sunderland schools on different projects ranging from recycling projects to helping new build schools become more sustainable in the way they are constructed and managed. The development of Eco Schools project will co-ordinate the Education for Sustainable Development work that is currently carried out and develop a support mechanism for all participating schools.

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 checked="" 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 funding being secured	<input type="checkbox"/>
(e)	Other reason	<input type="checkbox"/>

Please explain your answer:

The schools contribution of £1000 will ensure that some activity can be delivered although the ambitious targets forecasts within this proposal would be unachievable without the support of the SIB contributions.

3.7 How will you publicise that you have received support from SIB? (please refer to Section 3 of the guidance notes)

As the SIB would be the main funding stream for this project Groundwork East Durham will ensure that all marketing and publicity material will display the logo and all press releases and news articles will advertise that SIB support was received. On the completion of each award GED will communicate with SIB Marketing and Communication Officer to agree on publicity. A web page will be designed for this project and the SIB logo and a statement of support will be displayed. Schools will include an item in their newsletters to ensure that parents and the community are aware of the project and the vital support that the SIB has provided.

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

Yes ☒ No ☐

If 'Yes' please provide details:

Letters were sent to all Heads of schools in October 2007, which explained that this project was being developed and detailed the benefits it would bring to participating schools. Each school was invited to submit an expression of interest to register their interest, which also committed them to contributing £1,000 towards the delivery of the project. 19 schools completed an expression of interest and those are the schools that we wish to deliver this project to. It is anticipated that once other schools in the area start to see the positive achievements that this project will deliver then others will wish to take part giving this project the opportunity to expand into a much larger city wide initiative.

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

Yes [☒] No [☐]

If 'Yes' please provide details:

Letters of support and interest from the proposed schools involved are held on file and can be provided if necessary.

Eco Schools in Sunderland will achieve key outcomes and priorities in other local and national strategies including:

The Sunderland Strategy sets out the vision for Sunderland to become one of the most sustainable and liveable cities in the UK.

'Raise standards and improve access to learning' - one of the key priorities within the Sunderland Strategy

The Every Child Matters Agenda key outcomes:

- Enjoy and Achieve – this project will offer the pupils the ability to develop skills that can be transferable to other aspects of their life, in school and socially such as decision making, critical thinking and communication
- Making a Positive Contribution – to the community and society, not engaging in anti social behaviour, skills that they need to become more active citizens in their community
- Economic Wellbeing – pupils will learn that if economic well-being is to be achieved then environmental and social inclusion issues need to be addressed

The Department for Children, Schools and Families (DCSF) wants every school to be a sustainable school by 2020. The DCSF's National Framework for Sustainable Schools has 8 "doorways" through which sustainable schools can be achieved – Eco Schools can help deliver on each of the 8 doorways.

The principle objective of the DCSF 5 Year Strategy for Children and Learners 2004 is that 'all schools be healthy' and 'all schools to be environmentally sustainable'.

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

The Eco School in Sunderland Programme is designed to engage the whole school community including pupils, teachers, staff, governors, parents and residents. The project will primarily benefit the pupils involved. They will take a leading role in monitoring, action planning and decision-making. In this way they will be encouraged to take responsibility for the future of their own environment and community in which they live. The pupils will be motivated through the sense of achievement that they get from the awards and through the positive results

that they will see from their hard work. As their project progresses they will begin to make changes which will make their school environment a more stimulating place to learn. Teachers, Governors and other school staff will also benefit from the project. Eco Schools provided an opportunity to use real in school issues to deliver subjects including Geography, Science and Mathematics. The project will therefore enhance the teachers' curriculum work and provide opportunities for cross-curricular activities. The wider community will benefit in that the schools involved will reduce their environmental impact on the local area. The pupils involved will also be required to inform the wider community about their projects, this will encourage others in the area to follow the schools' good example in terms of reducing their own impact on the environment. The profile of the schools and wider area will also be raised through the media and other communications when awards are achieved thus benefiting the community as a whole.

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:

A request for a contribution of £5,000 per annum towards this project has been submitted to the Children and Young Peoples Services. The Council's Sustainability Officer will be contributing a quarter of her time to the project. Over the 18 months period, this will amount to £11,295.95 in kind towards the project delivery.

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 [☒] No []

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

GED operates an Equal Opportunities Policy and as such will not discriminate against any school wishing to take part in this project.

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"/>] (please tick)
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"/>] (please tick)
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"/>] (please tick)
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:

This project will address priorities in each of the areas particularly:

Extending Cultural Opportunities by:

- Promoting wellness – Eco Schools promotes healthy environments, thereby improving the health of individuals. One aspect of Eco Schools is to look at the consumption of food and drink, promoting fresh, local and seasonal food.
- Increase creativity, education and participation – Eco Schools requires a whole school approach, meaning that the school community is able to participate in decision making processes. The whole concept of Eco Schools is that the local and school environment is used in a way to creatively educate pupils in a hands on approach.
- Development of partnership working and performance management – the programme will actively encourage partnership working, not only between the organisations delivering certain aspects of the project but schools will need to share best practice with other schools to achieve their Green Flag award. Eco Schools can also lead onto developing an Environmental Management System, which will be an effective way in which to manage the environmental performance of the school.

Reducing Crime and Fear of Crime by:

- Addressing youth crime and disorder and creating an environment where people feel safe by tackling fear of crime and anti social behaviour. By encouraging young people from an early age to become active citizens and participate in decision making within their school community. Through environmental improvement projects that the young people will work on through the Eco Schools project, they develop a sense of achievement, pride and ownership in their local environment, which will deter them from committing acts of vandalism and anti social behaviour.

Developing an attractive and accessible City by:

- Introducing environmental education programmes in schools
- Develop promotion of clean up of the environment through schools
- Increase recycling rates. Awareness raising through the School programme and the provision of additional recycling sites (in schools throughout the area)

- Increase walking and cycling and decrease the dependency on cars. Some participating Eco Schools may develop travel plans and increase the amount of walking and cycling through developing walking buses and cycling proficiency schemes.
- Education and awareness raising in schools. Include advice and support sessions on various aspects of Eco Schools.

Raising Standards and improving access and participation in learning by:

- Provision of alternative curriculum and life skills and using the school building as a creative learning environment.
- Enhanced facilities and provision through 'Specialist' Status at schools
- Celebrate success stories

Creating inclusive communities by:

- Working towards social and community cohesion. Part of being a sustainable Eco School is about embracing and respecting different cultures and communities both at the local and global scale.
- Becoming an active citizen. Eco Schools encourages the participation of the whole school community, encouraging young people from an early age to participate in decision making in issues that affect them.
- Establish activity with schools to raise awareness on inclusive, sustainable communities.

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).

The principal outputs of the Sunderland Eco Schools project will be physical improvements in the schools environment and potential financial savings from reduced energy and water consumption. The schools will also achieve Eco School status by achieving Bronze, Silver and Green Flag awards.

Another output of the project will be the schools reduced environmental impact. Each participating school will calculate its baseline 'ecological footprint' to understand it's current impact. This will be reviewed on an annual basis as the Eco School project progresses to evaluate how the Eco School process is helping the school to reduce its impact.

As Eco Schools cover a wide range of sustainability issues ranging from energy to transport to food, the participating school may find that it is achieving objectives of other programmes and achieve, for example, Healthy School Status.

These outputs will contribute to the Area Regeneration Frameworks by:

- Extending cultural opportunities by increasing environmental awareness, thereby increasing creative education and participation and by working in partnership with a network of partner organisations.
- The improved school environment will reduce the fear of crime and potentially reduce the incident of crime and anti-social behaviour within the school community.
- The improved school environment will encourage young people to take more pride and ownership in their own community, helping the city to become more attractive. School travel projects will help address the road safety, accessibility and sustainable transport priorities for the city.
- Access to and participation in creative learning will be increased. Other Eco School projects across the country have experienced an improvement in pupil behaviour and attainment and pupils are able to learn in a more creative way, which suits many pupils.
- By participating in the projects, pupils will feel empowered as they can participate in local decision-making.

Quantifiable Outputs at a City wide area

- 19 Schools achieving a minimum of one award

- 190 pupils directly benefiting through eco team involvement
- 5750 pupils indirectly benefiting through school achievements
- 19 teachers benefiting through direct involvement of eco teams
- 355 sessions delivered

Schools benefiting in the East

- The Venerable Bede Church of England Secondary School
- St Joseph's RC Voluntary Aided Primary School
- Ryhope Infants
- St Mary's RC Primary School
-

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

The costs have been calculated on a pro rata basis depending on the number of schools in each area.

Section 6: Management Arrangements

6.1 Describe how the project will be managed:

The project will be managed by Groundwork and delivered in partnership with the SCC's Sustainability Team. The partnership between Groundwork and SCC will follow the protocol of a signed Partnership Agreement where all roles and responsibilities will be identified and agreed. An experienced project officer from Groundwork along with the Council's Sustainability Officer will deliver the project within the schools and manage the day to day activities however there will be a Project Manager and a Senior Manager reporting structure in place. GED has delivered and managed programmes for over 20 years and has all the necessary procedures and resources in place to effectively monitor and manage this project. GED will produce a quarterly return reporting all expenditure, project activities and outputs to date.

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

In order for the project to go ahead as stated in this proposal we need the agreement and support of all the SIB panels some of which do not meet until a later date (April 08), should there be any delay or refusal then the timescale and outcomes of this project would be affected. In order to achieve Green Flag accreditation the schools will need to go through an external assessment, this could have an effect on the time line of this project, however Groundwork will produce an action plan taking into account all variables to avoid such risks as much as possible. The majority of costs are individual school focussed i.e. officer time however certain costs have been apportioned across the total project i.e. website design, if all panels do not award the SIB funding for the project then alternative funding will need to be secured.

Deleted:

Section 7: Financial Information

7.1 How much SIB funding is requested?

£47,500 (£2500 per school)

7.2 Indicate the type of funding requested: (please tick)

Capital [] Revenue [✓] Both []

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

£19,000 Contributions from schools (£1000 per school)
£5,000 per year requested contribution from Children's Services
£11,295.95 in kind contribution from the council's Sustainability Officer

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

Other funding alternatives were considered such as Landfill schemes and Urban II, however eligibility was questioned and also the life span of such funds. We have identified other funds to apply to, in order to meet the shortfall of this project including the Esmée Fairbairn Foundation. Other funding sources are being investigated for the future of this project as it is anticipated that once the schools who are taking part in this project begin to achieve Eco School Awards other schools throughout the Sunderland area will be keen to become involved and will want GED/SCC to deliver the project within their premises.

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

Should this project not receive the SIB funding requested the scale and scope will be dramatically reduced and the ability to achieve Green Flag status in all the schools identified would be very unlikely.

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

We anticipate that once the schools included in this proposal start to achieve the Eco School Awards then other schools throughout Sunderland will be keen to be involved. We are continuing our research and investigation with other current (and possible future) funding sources to enable this project to be delivered beyond the initial 18 months.

7.7 Provide a profile of projected costs:

Funding Source		2007/08	2008/09	2009/10	Total Cost
SIB:					
Coalfield			£10,000	£2,500	£12,500
East			£7,500	£2500	£10,000
North			£10,000	£0	£10,000
South			£0	£0	£0
West			£2,500	£0	£2,500
Washington			£10,000	£2,500	£12,500
Other Sources (please state)					
1)	Schools		£11,000	£8,000	£19,000
2)	Sunderland City Council		£5,945.64	£5,350.31	£11,295.95
3)	SCC (Children's		£5,000	£5,000	£10,000

	Services)				
4)	Awards 4 All		£5,000	£0	£5,000
	GED		£5,000	£0	
5)	Esmée Fairbairn		£0	£2,100	£9,252.98
Total Cost:			£71,945.64	£27,950.31	£99,895.95
7.8 Please provide details of any 'in-kind' funding (e.g. Peppercorn rents), if included within the 'Other Sources' of funding shown above.					
£11,295.95 City of Sunderland Council Officer time					
7.9 Please provide a breakdown of the Total cost to show the main areas of expenditure:					
Full cost breakdown attached with application					
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.					
N/A					

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

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:

Samuel Palombella

Position in Organisation:

Operations Manager - Sunderland

Date:

22nd May 2008

Section 1: Application Requirements

1.1
<p>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.</p> <p>The Application Form should be provided in either electronic (e-mail or floppy disc) or typed format.</p> <p>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.</p> <p>Please note that a representative of your organisation must be available to attend the pre-agenda and 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.</p> <p>Dates and Venues of future meetings are provided as supporting information.</p>
1.2 Which Area Regeneration Framework(s) does your project cover? (please tick)
Coalfield [<input type="checkbox"/>] East [<input checked="" type="checkbox"/>] North [<input type="checkbox"/>] Washington [<input type="checkbox"/>] West [<input type="checkbox"/>] South [<input type="checkbox"/>]

Section 2: Sponsor Details

2.1 Name of Lead Organisation / Group:		
Hudson Road Primary School		
2.2 Address of Lead Organisation / Group:		
Villiers Street South, Sunderland, SR1 2AH		
2.3 Contact Name for Project:		2.4 Position in Organisation:
Mrs Karen Field		Headteacher
2.5 Tel. Number:	2.6 Fax Number:	2.7 E-mail Address:
0191 5537675	0191 5537680	karen.field@schools.sunderland.gov.uk
2.8 Day to Day Contact Name / Details: (if different to 2.3 above)		
N/a		
2.9 Legal Status of Organisation:		2.10 Registered Charity Number (if applicable):
School		N/a
2.11 Does your organisation have a bank account into which funds can be paid?		
Yes		
2.12 Has the organisation received SIB support previously?		

Yes [] No [x]
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 [x] No []
If 'Yes' please provide details:
All staff are employed by the City Council (Education Directorate)

Section 3: Project Details

3.1 Project Title: (please re-state title as per front sheet)	
Hudson Road Community Development Project	
3.2 Project Start Date:	3.3 Project End Date:
September 2008	December 2008
3.4 Please describe the project:	
<p>Hudson Road Primary School is based in the East End of Sunderland. In 2005 we received funding from the New Deal for Communities Back on the Map programme to extend the school premises to incorporate a community wing that consists of an Early Years Unit (25 childcare places), a family learning/training room, a counselling room and a learning resource centre to support the development of work with children and families from the area. The school currently employs two full time members of staff to co-ordinate and deliver a varied programme of activities from the community wing with funding from NDC.</p> <p>The community wing is now well established within the local community and workers have succeeded in engaging with the most difficult to reach groups within the community i.e. Bangladeshi women, men who have caring responsibilities for their children, long term unemployed people who have few or no qualifications, people with low self esteem and few or no aspirations. The community facilities are exceptionally well used by a number of different groups and the provision of free childcare has helped to reduce barriers to participation in a variety of training activities. We have engaged and supported approximately sixteen local people who volunteer within school and the community wing. Eight local parents have formed an independently constituted group – “Hudson Road Community Parents” and have worked with Sunderland CVS to develop the skills they need to further develop the work undertaken within the community wing. We have also succeeded in bringing together white parents and parents from the Bangladeshi community to participate in joint initiatives. Consequently, we have begun to break down some of the barriers that previously existed between parents from different cultures and created opportunities for parents to learn and respect the different cultures that exist within the local community.</p> <p>Our project has been visited by representatives from many other organisations across the region and aspects of our work (particularly the work around community cohesion and parenting) have been held up as examples of good practise. A recent OFSTED Report (Dec 2007) recognised the</p>	

work undertaken with parents and carers,

“the range of additional support for parents, carers and children, including those who have little or no English, is a notable feature of the school’s provision. Encouraging parents and carers to learn alongside their children has successfully raised expectations, understanding and self-esteem across the school community.”

Funding from NDC has provided the school with opportunities to reach out into the local community and involve people who would otherwise been very unlikely to engage in the opportunities provided, however as funding comes to an end (August 2008) it is proving very difficult to sustain the revenue costs for the community wing. A recent external evaluation of the work undertaken with funding from Back on the Map suggests that the community facilities have played a key role in enabling the school to meet its targets and acknowledges the importance of sustaining the work undertaken within the community wing,

“A clear message is that despite the difficulties of a multi- racial community, the School offers one positive way (possibly the only one in the long term) in which integration can be achieved as children from different cultures share a common learning experience.”

The report recommends that,

“the School’s efforts to foster community cohesion is supported with the resources to do so.”

Whilst school governors are willing to meet some of the overhead costs of sustaining the community facilities via the school budget they are unable to absorb the employment costs of the two members of staff. The school has explored options for longer-term sustainability, however, it is evident that there are considerably fewer funding opportunities available to public sector organisations. With this in mind we have supported local parents to establish themselves as an independent parents group with a view to the group applying for funds from charitable sources to support the delivery of work from the community wing.

We have recently appointed a fundraiser to support us to raise the £80k per year we will need to sustain the project in its current form. To date we have submitted a bid to BBC Children in Need (outcome known Oct 2008) and we have made an informal approach to the Northern Rock Foundation – bid will be developed and submitted by the end of May with an outcome expected October. We also intend to apply to the Big Lottery Fund under the Family Learning and Reaching Communities programmes.

The organisation will need to issue redundancy notices to workers which will inevitably result in them seeking employment elsewhere. Given the difficulties organisations experience when trying to recruit, our preferred option would be to use SIB gap funding to extend existing employment contracts until alternative sources of funding are secured. Our workers are committed to the aims and principles of community development work and have established a good rapport with the local community and other agencies. If continuation funding was secured it would take considerable, time, effort and resources to recruit new staff should we need to make existing staff redundant.

The school is seeking gap funding to cover salary costs of the two workers from September to December and the associated programme costs (4 months) by which time decisions will have been made with regard to those funding applications that have been submitted.

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

Currently the school employs two full time staff to co-ordinate and deliver the following work:-

- play and learning provision for pre-school children (66 families, 26 BME)
- adult learning opportunities (30 individuals, 10 BME)
- family learning activities (20 families, 6 BME)
- community parenting programmes (15 individuals, 5 BME)
- Dads Group (5 families)
- family nurturing programmes (15 individuals, 5 BME)
- community activities that promote social cohesion amongst residents from different cultural and ethnic backgrounds (2 events)
- provision of support to individual parents/families that have difficulties in coping with their personal circumstances (approx 20/month, 4 of which are likely to be from BME communities)

(information in the brackets relates to the work expected to be achieved between June and December 08)

It has recently been confirmed that the school will be equipped as a local wellness centre providing local residents with affordable opportunities to engage in physical activities. The community staff will be trained to deliver the programme. The success of the scheme will be dependent upon the capacity of the workers to encourage local people to become involved in the scheme and support them to remain involved in wellness activities over sustained periods of time. Local residents are keen to further develop the health agenda in the East End and members of the parents group are considering options to set up and run a healthy community café as a community enterprise project from the community facility.

Community workers have established effective relationships within the local community (including the BME community) and have demonstrated an ability to respond to locally identified needs. Workers and local residents are keen to be involved in the planned consultation to inform the Local Area Plan and acknowledge the potential of the project to deliver services and opportunities that contribute to the targets set out in the Plan.

The provision of gap funding will enable all current work programmes to continue until the end of the year by which time it is envisaged that funding for sustainability in the longer term will have been secured from alternative sources. Workers will continue to support the development of the parents group so they have the skills and the capacity to apply for funding in their own right.

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	[]
(b)	A project will be provided to a higher quality / on a greater scale	[]
(c)	The funding will accelerate the implementation of the project by 12+ months	[]
(d)	A gap in funding will be filled pending other funding being secured	[x]
(e)	Other reason	[]

Please explain your answer:

Funding applications have been submitted however, the outcomes of bids will not be known until the end of October/beginning of November. SIB funding will enable the project to be sustained during the interim period.

3.7 How will you publicise that you have received support from SIB?
(please refer to Section 3 of the guidance notes)

The Project will work with the Development and Regeneration Directorate's Marketing Team to publicise the project and the support it receives from the Area Committee and SIB. This will include acknowledgement on letterhead, press releases and newsletters.

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

Yes [☒] No [☐]

If 'Yes' please provide details:

Consultation has been undertaken with the School Governing Body.
The Community Development Worker has consulted with local people who use the community facilities.
A Steering Group that had representation from the school, Children's Services and local parents was set up to explore options for sustainability.

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

Yes [☒] No [☐]

If 'Yes' please provide details:

Evaluation Report - New Deal for Communities
Ofsted Report (Dec 2007)

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

The local community – the community facilities are now well established and well used by residents of the East End and Hendon wards. The majority of people who access the services and opportunities provided are from the most hard to reach sectors of the community – it is unlikely that they would engage to the same degree with other organisations should the opportunities that are currently provided within the community wing come to an end.

Parents/carers of children attending the school – Parents of many of the pupils have participated in family learning programmes attended family nurturing courses and participated in learning opportunities to improve their own education. The childcare facility has provided free childcare to parents attending training courses and community workers have provided parents with the support and encouragement to return to learning and gain qualifications. Parents who have completed childcare or classroom assistant courses have had opportunities to gain practical work experience within school and the community project. Ten local people who have come through this route are currently employed by the school.

Children – The Mini-Me's programme provides different activities on a daily basis for pre-school children and their parents. For some children this is the only interaction they have with other children and is crucial to their development. The programme promotes parent child interaction and planned activities during sessions are based on the Birth to Three Framework. The community wing is also a hub of activity after school providing a range of extra curricular activities and providing school age children and their parents with opportunities to learn together in the resource centre. Family and play activities during school holiday times provide children with

opportunities keep busy and help to relieve the additional pressures placed upon low income families during school holiday periods.

The school – It is evident from the Ofsted report that the work undertaken by staff in the community wing plays a significant role in maintaining parental involvement in children's learning and contributes to levels of attainment within school.

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

Yes [☒] No [☐]

If 'Yes' please provide details:

- If further funding were not found for the community programme then redundancy for the Community Development Worker and the Nursery Nurse would be declared.
 - Premises costs for community room and toddler room would need to be met by school budget.
 - Loss of services for families in the Hudson Road area. School may not be able to meet the core offer of extended schools.
 - Loss of services may further impact on attainment of pupils.
- (taken from Highlight Report, Ruth Barker, 29th October 2007)

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

Yes [☒] No [☐]

If 'Yes' please provide details:

Education Directorate

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:

N/a

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:

Practise within the organisation is underpinned by the City of Sunderland's Equal Opportunities Policy which ensures that:

- Prospective and present workers are afforded fair and equal treatment in relation to recruitment and selection, roles and responsibilities, terms and conditions of employment and in staff development and training.
- There is equality of opportunity in terms of the access and involvement in all services.

Gap funding will be used solely to sustain current programmes of work and safeguard existing posts until replacement funding can be secured.

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

n/a

4.2 Does your project specifically address any of the following issues?

Ethnic Issues Yes [☒] No [☐] (please tick)

If 'Yes' please provide details as to how the project is in line with the Race Relations Act 1976:

The organisation complies with the legislation by ensuring that all workers and volunteers, irrespective of their colour, race, nationality or ethnic/national origins will be treated equally within the workplace.
Participants in all programmes of work are also treated equally irrespective of their colour, race, nationality or ethnic/national origins.

Gender Issues Yes [☐] No [☒] (please tick)

If 'Yes' please provide details as to how the project is in line with the Sex Discrimination Act 1975:

Disability Issues Yes [☐] No [☒] (please tick)

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:

Gap funding will enable the organisation to continue to contribute to the Area Regeneration Framework priorities outlined below :-

- Raising standards and improving access to learning
The project will continue to :-
 - support parents to participate in their children's education.
 - offer learning opportunities that help to improve the self-esteem, confidence and social skills of local people.
 - provide a flexible approach to the development of informal education for local people.
 - provide support and assistance to local people re-entering learning.
 - provide reliable and affordable childcare.
 - deliver training and education to those sectors of the community that are most unlikely to access similar provision elsewhere.
 - offer opportunities for volunteering and support local people to access such opportunities.
 - provide the community with access to IT facilities and training.



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The project will continue to support local people to gain and access employment opportunities by:-

- delivering training opportunities locally.
- providing work experience for local people.
- providing training for childcare related jobs.

Promoting social inclusion

The project will continue to:-

- develop and deliver initiatives that raise awareness with regard to cultural diversity.
- encourage and support local people from different cultural backgrounds to share their experiences and to respect and celebrate diversity.

▪ Work towards active citizenship

- The project will continue to develop community capacity:-
- involving local people in activities to improve their understanding and participation in regeneration activities.
- develop and deliver services that encourage local people to take responsibility and community ownership

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).

Gap funding will enable the project to continue to deliver a range of activities and opportunities that are designed to raise standards and improve access to learning, address community cohesion issues, and encourage local people to become active citizens within their community.

Gap funding will enable the organisation to achieve the following outcomes:-

- Safeguard two full-time jobs
- Maintain all existing programmes of work with local children, their parents/carers and the wider community
- Implement Sustainability Action Plan

To date the input from community workers has enabled:-

- 72 residents to achieve accredited qualifications
- 57 residents to participate in learning opportunities that are not accredited
- 92 families to benefit from participating in Carer and Toddler sessions
- 155 residents to access family support
- 95 families to benefit from participating in family learning activities
- 289 individuals to obtain information/advice on health & social issues
- 7 community groups to access community facilities & support

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:

The School Governors will have overall responsibility for management of the project. On a day-to-

day basis the project will be managed by the Headteacher. Existing financial management systems will be used to manage the SIB contribution.

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

The school's ability to secure core costs is a potential threat to the continuation of the project beyond August 2008. With SIB support the organisation would be able to continue its work until the end of the year by which time it will be known whether the organisation has succeeded in its attempts to draw down funding from other sources for continuation in the longer term.

Section 7: Financial Information

7.1 How much SIB funding is requested?

£20,396

Capital [] Revenue [x] Both []

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

- Discussions from representatives within the Education Directorate have confirmed that no additional funding will be available to sustain the two community posts.
- A bid has been submitted to BBC Children in Need that would meet the salary costs of one of the workers over a three year period (outcome confirmed by end of October)
- Funding bids will be submitted to the Northern Rock Foundation and the Big Lottery by the end of May.

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

The school has researched opportunities to apply for funds from a variety of sources however it is apparent that the vast majority of charitable trusts will not fund schools unless they are registered charities. Whilst the school governing body made a decision to support the development of Hudson Road Community Project (a group made up of school governors, teachers, parents and community representatives) which would register as a charity and a company limited by guarantee to enhance sustainability of the community facilities, the City Council has advised against the decision pending a citywide review of community facilities.

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

Current staff will be made redundant with effect from 31st August 2008.
The school will need to meet the overhead costs of maintaining the areas of the building that are currently used by the community.

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

One bid has already been submitted and other funding bids will be submitted by the end of May.

Hudson Road Parents Group has been established as an independent unincorporated body and the group will have the scope to apply for funds to undertake community activities in the future.

7.7 Provide a profile of projected costs:

Funding Source	2007/08	2008/09	2009/10	Total Cost
SIB:				
Coalfield				
East		£20,396		£20,396
North				
South				
West				
Washington				
Other Sources (please state)				
1)				
2)				
3)				
Total Cost:		£20,396		£20,396

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

Although not shown in the calculations above the school will meet the overhead costs of the building from September until December.

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

Salary –Community Resources Manager (inc superannuation and ERC)	9,444
Salary – Nursery Nurse (inc superannuation and ERC)	7,052
Programme costs (crèche, training, consumables)	<u>3,900</u>
	<u>20,396</u>

**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.**

n/a

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):

The community facilities at Hudson Road are now well established within the local community. We have developed a proven track record of engaging and working with parents/carers from the most marginalised sectors of the community who would be unlikely to access the support they need from other sources. The work that has been undertaken from the community wing has had a significant impact upon learning and attainment within school as parents/carers are now more engaged in their children's learning having developed their skills, understanding and confidence by participating in family learning and parenting activities.

We have worked collaboratively with a number of organisations to offer local people a wide range of learning opportunities. By utilising a partnership approach in the development of our work programmes we have been able to demonstrate excellent value for money. This has also helped to maximise the resources available to the school and the Hendon area.

Our Early Years Unit is a registered facility and provides local families with children aged 0-4 with the support and resources they need to help ensure their children can develop to their full potential. The mini-me's programme has been instrumental in getting parents involved in their child's development and education from an early age and has undoubtedly helped to raise standards at the Foundation Stage. A recent OFSTED inspection made reference to the support provided.

Over the past three years the organisation has invested significant time and resources to establish a workforce that has the capacity, skills and motivation to deliver an enviable programme of community based activities. Several local residents who have been trained locally are now employed by the school as classroom assistants and lunchtime supervisors. Several other local residents are actively involved as volunteers and a group of parents have established Hudson Road Parents Group as an independent organisation capable of generating their own funds to deliver activities from the community wing.

Section 9: Declaration

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:

Karen Field

Position in Organisation:

Headteacher

Date:

19 May 2008



Sustainability Action Plan 2007- 2009

Date	Activity	Description	Date of Outcome	Progress
February 2007	Steering group established	To support the school with development of community and extended services provision focussing on the sustainability of provision and staff	Sept 2007	Monthly meetings with a range of stake holders including Hendon Youth Initiative, Back on the Map, Extended services and Children's Centre representatives.
July 2007	Meeting with Denise Barna, Solutions 4	Initial meeting to discuss options for the school regarding securing further funding to sustain the community and extended services activity currently funded by New Deal for Communities	On going	Denise to meet with stakeholders in September to consider all available options
September 2007	Options for sustainability	Working with Denise to research options regarding formation of voluntary organisation. Working with group of local parents to develop their understanding of community involvement and explore their future role with	Oct. 2007	Due to the school's statutory status there are limited options for funding for core costs. SCVS involved in developing training for local parents



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		the organisation.		
October 2007	Presentation to Stakeholders	Presentation to stakeholders (including local parents) of the options available for sustainability in the longer term. regarding different types of charitable organisations, make up of board and responsibilities of members.	Oct. 2007	Stakeholders to consider establishing a company limited by guarantee with charitable status. At a follow up meeting stakeholders elected directors of the proposed company were identified. Local parents did not at the time feel confident enough to accept responsibilities associated with becoming a trustee but did agree to set up a parents forum to lead on the development and delivery of grass roots initiatives.
October 2007	Completion of paperwork	Application form and Articles and Memorandum completed to register 'Hudson Road Community Project' as a limited company with Companies House. Application to Charities Commission completed. Bank Account to be opened with Unity Trust Bank	November 2007	All paperwork completed and witnessed by Solicitor.
12 November 2007	Application process halted	Local Authority convened meeting to discuss 'Hudson Road Community Project' (School was not invited to attend)		Phone call received from LA representative "advised that LA can't support Hudson Road's proposal at this point in time". School advised to put plans on hold until outcomes of CCS review of community facilities in the Hendon area is completed in January/February 2008 (still not completed – June 2008)



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Nov/Dec 2007	Correspondence and meetings with Children's Services	Explanations of reasons for not supporting proposed sustainability strategy. Letters to Heads of service and MP.		Outcome of review will make suggestions and recommendations for sustainable model. Sharon Smith (Extended Services team) liaising with Vivienne Metcalf (CCS) on behalf of Hudson Road Primary School
February 2008	Options appraisal	Sharon Smith, Extended Services Co-ordinator, commissioned to write impartial options appraisal.	March 2008	Children's Services looking at options for a sustainability model that complements their long term plans. We are aware of a number of 'schools cluster manager for extended services' posts due to be available. These posts are still in a consultation phase with the Head Teacher's focus group. The outcome and nature of the posts should be known by September 2008 with the possibility that the Community Resource Manager be redeployed or offered a non-competitive interview for one of the posts.
February 2008	Funding Research	Identify potential funders & establish parents' group	ongoing	Due to halt of establishing ltd company with charitable status which would have opened up opportunities to apply for a wide range of funding for core costs an alternative approach of bringing forward the establishment of an independent community parents' group with intensive support to develop capacity to plan and manage small scale funding bids and to work in partnership with school.
February 2008	Development programme with parents	A group of parents have been supported to develop their own constitution, and open their own bank account to enable them to raise small amounts of funding for special initiatives.	July 2008	The group are currently working with Sunderland CVS and have had initial discussions with SES to explore options to set up a Community Enterprise/ Community Interest Company. School and parents group to work in partnership to develop work with other agencies and organisations Exploring possible options for funding bids.



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31 st March 2008	Application to BBC Children in Need		Awaiting outcome October 2008	If successful, funding will meet the employment costs of a Family Support Worker and provide a budget for crèche provision and school holiday play provision (£92,729 over three years)
12 th May 2008	Application to SIB submitted for gap funding		June 08	If successful, funding will enable the project to continue during the interim period until the LA reveals its preferred model of sustainability and funding from other sources can be secured.
May 2008	Northern Rock Foundation	Telephone enquiry regarding Building Positive Lives programme prior to submitting bid		Spoke to Richard Walton, Grants Officer for the programme, who was not overly confident that the school would be successful with a bid the NRF and suggested that a joint bid with another organisation may be more successful particularly due to criteria now being quite stringent as a result of the recent changes affected by the Northern Rock Foundation situation.
May 2008	Big Lottery	Enquiries prior to submitting bid		As Northern Rock Foundation enquiry. June 2008 – email regarding Family Learning programme; Lottery deadline for applications is end August 2008. HRPS fits the criteria in its present state. Application to be discussed to complement CiN bid.
May 2008	Applications	Engagement with Back on the Map Community Development team		Concern that the school and parents group could submit applications, which may jeopardise future, potentially stronger, partnership bids. Discussions regarding support to initiate and facilitate a consortium of local voluntary organisations to develop partnership working.
May 2008	Building Communities Initiative	Discussions and planning with Back on the Map Community Development Team	ongoing	Community Resource Manager liaising with a number of agencies to identify opportunities for support or development of partnership activity. Meeting with Back on the Map community development team to discuss ideas



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				<p>for their Building Communities Initiative and to support the development of the consortia approach to working and to ensure that duplication does not take place and that best value is achieved. For example, discussions are taking place with the Bangladeshi Centre with a view to developing a joint project or consortia and subsequent funding bids in partnership with the school and parents group. Links with range of community based projects to support their development and delivery.</p> <p>Identified organisations include: Bangladeshi Centre, Sunderland Women's Centre, CHANCE, Sans Street Youth & Community Centre, East CA, WISH.</p> <p>This approach will also ensure that the parents group can develop a relationship with the Back on the Map team as part of their capacity development activity.</p>
June 2008	East Area Committee meeting	Decision expected on SIB funding application	30 June 2008	<p>If awarded, the programme will be able to continue to deliver activities up until Dec 08, running parallel to the activities programme will be implementation of two key strategies:</p> <p><u>Exit/Forward Strategy 1</u> – to deliver an exit /forward strategy to all groups/people engaged in activities, allowing them the opportunity to understand why the project may close if future funding is not secured to prevent apathy, anger and confusion.</p> <p><u>Sustainability Strategy 2</u> – to instigate the Sustainability Strategy – see below</p>
July 2008	Hold a Consortia workshop	Identify a blue print for Consortia agreement and membership	August 08	To be completed after task
July 2008	Exit/Forward Strategy	To arrange 1-2-1 meetings with groups/people, to	Nov 08	TBC



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		discuss options analysis for way forward		
August 08	To identify government, lottery and trust funders	To approach and when necessary submit letters/ application forms	Nov/Dec 08	TBC
Sep 08	Becoming constituted and creating a Business Plan	Completing all relevant paperwork for submission to develop into a CIC	Oct 08	TBC
Oct 08	Pricing Policy	The Consortia to develop a pricing policy which will start to secure a reasonable income for the project to become less independent on securing grants.	Nov 08	TBC
Nov 08	Implement Business Plan	Publicise and launch new CIC	Nov 08	TBC
Nov/Dec 08	Funders	Decisions heard on funding applications	Dec 08	TBC
Dec 08	Celebration event	To host a celebration event to recognise the good work that has been achieved by the centre and local people	Dec 08	TBC

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 pre-agenda and 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.

Dates and Venues of future meetings are provided as supporting information.

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

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

Section 2: Sponsor Details

2.1 Name of Lead Organisation / Group:

Living History North East

2.2 Address of Lead Organisation / Group:

The Donnison School
Church Walk
Sunderland SR1 2BN

2.3 Contact Name for Project:

Janette Hilton

2.4 Position in Organisation:

Project Director

2.5 Tel. Number:

0191 565 4835

2.6 Fax Number:

2.7 E-mail Address:

lhneltd@btconnect.com

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

2.9 Legal Status of Organisation:

Co Ltd by Guarantee/Charity

2.10 Registered Charity Number (if applicable):

1100755 Charity Number
4696986 Company Number

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

YES
2.12 Has the organisation received SIB support previously?
Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
If 'Yes' please provide details:
2002/2003 £10,000 – Feasibility Study/Architects/Surveyors Fees for The Donnison 2003/2004 £6,000 - Repairs/ Insurance Costs for The Donnison 2004/2005 £10,000 – Consultancy Support For Long Term Funding Strategy for the Organisation and The Donnison Development/Support and assistance for VAT Registration 2005/2006 £6,860 – Gap Funding For 4 Months For Key Worker 2006/2007 £33,119 – Revenue – Finance Manager
2.13 Are any trustees / members of the organisation employed by or are Elected Members of the City Council?
Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
If 'Yes' please provide details:

Section 3: Project Details

3.1 Project Title: (please re-state title as per front sheet)	
Living History North East (LHNE)- The Donnison School – Events Manager and Media Technician	
3.2 Project Start Date:	3.3 Project End Date:
July 2008	December 2008
3.4 Please Describe the project:	
<p>The Donnison School restoration and development project was completed in August/September 2007. The facility was officially opened in December 2007.</p> <p>This new community facility encompasses the first regional oral history centre, a heritage site and training, learning centre and community resource. In the brief period the building has been opened, the centre has experienced 500 visitors and users. The centre needs to be developed and promoted further to move towards a sustainable enterprise. Consequently gap funding is now needed to provide interim support. This funding will lead into a Heritage Lottery Fund/Arts Council/ Foundation Bids and the development of a trading arm for the charity. LHNE aim to secure a further £150,000 for revenue funding and secure 2 posts for a further 2-3 years. The gap funding for a Part time Events Officer and part time Media Technician will ensure that the capacity for community use of this new state of the art facility will be developed and enhanced also the core work with the media suit can be continued and developed. These are key and strategic posts that need to be developed and that will support the long-term sustainability of the organisation and consequently safeguard this new developed Grade II building.</p>	

LHNE would like to add a capital cost for the production of reproduction school benches to enable the schoolroom to be marketed fully to schools in the LA from September. LHNE do have some original benches but these additions will be portable and continue to allow for the multi functional use of the schoolroom.

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

LHNE provide a number of services across the City and the region, this includes: Guidance, advice, information, support and training to schools, organisations and institutions. The new centre is developing new opportunities for new work and partnership schemes. This funding will benefit the organisation, by allowing the building to develop new services/activities and facilities and for that work to be managed and delivered in a way that does not detract from the services currently provided by LHNE. It will allow for the continuation and development of partnership media projects throughout the region. The project will thrive and bring a wealth of additional opportunities to the community and the City.

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	[]
(b)	A project will be provided to a higher quality / on a greater scale	[X]
(c)	The funding will accelerate the implementation of the project by 12+ months	[]
(d)	A gap in funding will be filled pending other funding being secured	[X]
(e)	Other reason	[]

Please explain your answer:

The funding will allow the structured development and management of a new community facility, the development of new events for all ages. The Donnison School restoration has increased potential capacity and opportunities. These need to be realised and implemented. Events, community engagement and use of the building by other organisations, schools etc, represents a considerable increase in services and projects. The media suite is a massive capital asset for the City that needs to be developed further and exploited for new training and project opportunities. This funding provision will enable this new centre to consider and develop areas of growth that will enhance the city's provision of services and resources both locally and regionally

The gap funding will provide an opportunity to deliver these services while other funding is sought and secured and a Sustainability Action Plan is implemented.

3.7 How will you publicise that you have received support from SIB? (please refer to Section 3 of the guidance notes)

LHNE acknowledge in all its publicity the continual support through SIB to deliver a flagship project. In addition support will be acknowledged through press releases, new leaflets/website etc. These will be arranged via the SIB funded Area Marketing project.

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

Yes [] No [x]
If 'Yes' please provide details:
3.9 Is there any documentary evidence available to support the need for this project?
Yes [] No [x]
If 'Yes' please provide details:
3.10 Who will benefit from the services provided by the project?
3.11 Will there be any implications for Council Services arising from this project?
Yes [] No [x]
If 'Yes' please provide details:
3.12 Does this project require the support or sponsorship of a Sunderland City Council Directorate?
Yes [] No [x]
If 'Yes' please provide details:
3.13 Are any legal and other approvals required?
Yes [] No [x]
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 [X] No []
If 'Yes' please describe how the project will comply with the Policy:
<p>LHNE is committed to developing and supporting a policy of equal opportunities. It aims to create the conditions in which staff, visitors, volunteers, learners and any persons that participates, contributes or access services and resources of the organisation will be treated equitably regardless of age, race, colour, nationality, ethnic origin, creed, disability, staff category, sexual orientation, gender, marital status, political, religious beliefs; social, economic class, or any other criteria that cannot be shown to be properly justifiable. The project will practice equal</p>

opportunities in employment, and physical and intellectual access to resources and services.

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 [☐] No [☒] (please tick)

If 'Yes' please provide details as to how the project is in line with the Race Relations Act 1976:

Gender Issues Yes [☐] No [☒] (please tick)

If 'Yes' please provide details as to how the project is in line with the Sex Discrimination Act 1975:

Disability Issues Yes [☐] No [☒] (please tick)

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 funding secured will provide a contribution to the overall long-term strategy of LHNE to bring about the regeneration of a site of local and regional cultural significance. The site has been restored but the sustainability of the site needs to be embedded.
- SIB funding will maximise the potential of a successful development of services and the development of new activities/opportunities for the community. This site is at a formative stage and requires gap funding to enable further resources to be secured.
- The expectation is that national events will be hosted at some stage in Sunderland.
- The site has become a local heritage site providing the impetus for a collaboration of Voluntary organisations to have a central focus to the cultural and historical redevelopment of the East End. The site will activate and host a number of heritage opportunities for the City, providing a co-ordinated response through its volunteer network.
- Additional funding will be secured to maintain the continuity of human resources for the organisation and the City.

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).

- The funding will secure the employment of a P/T Buildings/Events Manager for 6 months and the continuation of the P/T Media Technician for 6 months.
- The increase in uses of the facility - 100
- Increase in number of people accessing resources - 50
- The increase in the number of formal and informal learning opportunities offered - 50
- Increase in school age children access the building (schoolroom re-enactment) - 80
- Development of new community projects. - 1
- Trading arm established to develop a strategy for long term sustainability -1
- Attract additional funding to the project - £150,000 (projected)

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 by LHNE Project Director.

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

The organisations ability to secure core costs is a potential threat to the continuation of the project beyond December 2008. With SIB support the organisation would be able to continue its work until the end of the year by which time it will be known whether the organisation has succeeded in its attempts to draw down funding from other sources for continuation in the longer term and develop its trading arm as a company.

Section 7: Financial Information

7.1 How much SIB funding is requested?

£19,212.00

7.2 Indicate the type of funding requested: (please tick)

Capital [] Revenue [] Both [x]

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

No

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

The Big Lottery was applied for and the application did reach the final stage, however we lost out at this stage consequently other funding will now be looked for to continue the work. We also applied to Catherine Cookson for a revenue support and were unsuccessful.

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

LHNE depends on one full time member of staff, this reduced capacity will impact on services and resources and delivery at a time when the organisation should be exploiting this new site and developing its image across the region. The organisation must try and maintain and expand its current position. SIB Gap funding will provide critical revenue support that will enable the facility to progress and develop. A huge capital investment has already been achieved on site and has had enormous impact already on the community. It would be a disaster to reduce that achievement now and draw back through a temporary lack of funding.

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

Future funding is being sought and a long-term strategy for sustainability is being developed through a new trading arm.

7.7 Provide a profile of projected costs:

Funding Source	2007/08	2008/09	2009/10	Total Cost
SIB:				
Coalfield				
East	19,212			19,212
North				
South				
West				
Washington				
Other Sources (please state)				
1)				
2)				
3)				
Total Cost:	19,212			19,212

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:

Buildings/Events Manager(Salary including NI and Pension contributions) : 8,705.00
Media Technician: (Salary including NI and Pension contributions) : 8,705.00

Contribution towards reproduction school desks (24) : 1, 802.00

Total 19,212

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.

The management committee will ensure procurement and purchasing equipment are adhered to, as advised by terms and conditions of the grant award.

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):

In the very brief time LHNE have been operating from the Donnison School it has been evident that there are 2 very distinctive projects operating. Living History North East has been successful for the last 13 years in delivering services and resources across the region. This has provided a very fruitful source of income that has supported the organisation. This key element of our work needs to be continued and extended. However the building as a visitors centre/ heritage centre and general educational resources is flourishing and should be marketed and sold across the City/region to maximise the potential of this site and its long term sustainability. As Project Director my job is to find a new business strategy that does allow both projects to develop and advance and to take this exciting new development forward without risking over 13 years of success. Consequently it will be essential to establish key roles/projects that take this strategy forward effectively. The following shows the initial funding s

Month	Action	Deadline Date	Decision Received
June 08	Submitted funding bid to MLA - £8,000		21 July 2008
July 2008	Submitted Funding Bid Esmee Foundation £88K		First Stage. July 2008(if successful) November 2008
July 2008	Submitted funding bid to Tudor Foundation £86k		4 Oct/November 2008
July 2008	Submitted Esh Foundation £25K		October 08
July 08	Submit funding bid to HLF	August 08	Jan 09



in partnership with Sunderland City Council

July 08	Submit application for small grant scheme £20k	August 08	October 08
July 08	Submit application o Henry Smith	August 08	21 July 2008

Other Income generated Streams

Month	Project	Contract Income	Completion
June 08	North Tyneside Council – Age Takes Centre Stage	£4,500	December 08
June 08	Newcastle City Council Benwell Project Victoria tunnel Project	£6,500	October 08
June 08	Co Deaf Association County Durham	£1,500 Training	October 08
June 08	North Tyneside Library Club/Services	£2,000	December 08
June 08	ESPA Sunderland Working with special needs	Project planning £unknown	Not Known yet

Section 9: Declaration

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:

Janette Hilton

Position in Organisation:

Project Director

Date:

10.06.08



**Project Application 4
Mature Moves
SIB Requested: £5,000
(Multi Area SIB Total £27,500)**



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 pre-agenda and 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.

Dates and Venues of future meetings are provided as supporting information.

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

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

Section 2: Sponsor Details

2.1 Name of Lead Organisation / Group:

Sit 'n' 'b' Fit CIC

2.2 Address of Lead Organisation / Group:

44 Mowbray Road
Sunderland
SR2 8EL

2.3 Contact Name for Project:

Lynn Summerside

2.4 Position in Organisation:

Director

2.5 Tel. Number:

07714 995073 0191 5650399

2.6 Fax Number:

0191 5101105

2.7 E-mail Address:

Lynn.summerside@btconnect.com

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

As above

2.9 Legal Status of Organisation:

Community Interest Company

2.10 Registered Charity Number (if applicable):

N/A

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

Yes

2.12 Has the organisation received SIB support previously?

Yes [x] No []

If 'Yes' please provide details:

To deliver chair based exercise city wide to care homes and sheltered accommodation (2005)

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

Yes [] No [x]

If 'Yes' please provide details:

Section 3: Project Details

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

Improving The Health & Independent Living of Sunderland's 50+ and older population
(Seated Exercise & Mature Moves)

3.2 Project Start Date:

September 2008

3.3 Project End Date:

2010

3.4 Please Describe the project:

The aims of the project are to improve the health and mobility of older people in the Sunderland area through gentle seated exercise and mature moves, and thus help them to sustain independent living. The exercises are delivered at an appropriate level that is gauged using Sit 'n' b' Fit's expertise in seated exercise programmes.

Seated exercise can increase a person's stamina, balance, co-ordination, suppleness and flexibility. It can also improve lung capacity and help provide a healthy heart (including a reduction in cholesterol). All these factors can have a major impact on the well being of the individual, raise confidence and reduce stress.

Mature Moves has been developed following the success of the previous Sit 'n' 'b' fit project, taking lessons learnt, together with further opportunities to widen and enhance the delivery. The new proposed project involves a progression from the gentle seated exercise that was previously developed. Mature Moves offers a greater degree of exercise that increases bone density and muscle strength through weight-bearing exercises. Regular exercise can also have longer-term benefits by reducing the risk of falls. The number and effects of falls on the older people is a major concern of the TPCT, who promote this type of exercise as one of the best ways of tackling the problem as part of a multi-factorial approach.

The service is flexible in that it can be delivered to groups or individuals either in their own home or in other establishments. For this programme the service will be offered to both of these sectors. The group sessions will be held in Sheltered Accommodation, Supported Housing Schemes and Community Centres. The One-to-one sessions will be held in the home of the individual and encourage the beneficiary to lead a more active life and participate within the community in which they live.

The project is a further development following the successful "Improving the Health & Independent Living of Sunderland's Older People" programme that was previously supported by the Strategic Initiatives Budget. Following feedback from Councillors at Area Committee, it was agreed to further develop the programme. A report was been given to each Area Committee



in partnership with Sunderland City Council

highlighting the success and sustainability of the previous project.

On the wider scale Sit n b Fit will be working with partners across the City developing future commissioning. Meetings have been arranged with Graham Burt, Strategic Commissioning Officer of Housing and Adult Services, Third Sector. Sit n b Fit have linked in with Sharon Lowes of Health, Housing and Adult Services, Sheila Kennedy, Commissioning and Procurement Manager, Angela Richardson of Tyne and Wear Care Alliance, Paul Gray, the Commissioning Health Practitioner of Sunderland Teaching Primary Care Trust.

The link with the Wellness Centres is going to have a major impact citywide on our 50+ population enabling us to target individuals and develop exercise programmes tailored to each individual's need encouraging social integration and helping to combat social isolation. This work will be sustained and will have a huge demographic impact. We are aiming to work with Nursing Managers and General Practitioners collaboratively integrating our work on a more holistic and therapeutic approach.

We have recently pulled together a structures plan to target the local communities with the Healthy Communities Collaborative Project Manager, Tracey Collins, to formally integrate the cancer collaborative of breast, bowels and lung cancer into our exercise sessions and to introduce Sunderland's health trainers to the wider community. This approach will be monitored and future-commissioning opportunities explored pending findings.

We are currently working in partnership with Bangladeshi Centre, Back on the Map, Sunderland's Carers Centres and local pharmacies to develop and progress Sit n b Fit across the City.

During January 2008 Sit n b fit secured funding from the Social Enterprise Investment Fund (Department of Health Funding). This funding is to enable the social enterprise to build contracts and commissions to develop a sustainable service that delivers health and social care benefits. The enterprise also aims to build the capacity of the local workforce through facilitating training in health and fitness accreditation and providing a vehicle for sessional employment opportunities.

With in a regional context Sit n b Fit promotes the message that it is 'Passionate about Health & Wellbeing' and is providing support towards the development of healthier lifestyles and to improve well-being.

We see our Social Enterprise supporting the regions wider strategy; 'Better Health, Fairer Health ~ A Strategy for 21st Century Health & Wellbeing in the North East of England and fully endorses the ambitious vision contained therein, i.e.

Vision: The North East will have the best and fairest health and well-being, and will be recognised for its outstanding and sustainable quality of life.

We believe all sectors need to play a role in tackling health inequalities. Sit n b Fit understands that health and well-being isn't just a health issue but requires enterprising approaches to ensure sustainable improvements.

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

Sit 'n' b' Fit currently provide chair based exercise and mature moves to Sunderlands older generation in care homes, sheltered accommodations, community centres, Raich Carter Centre, Church Halls and one to one sometimes in the comfort of their own homes. Also chair based

exercises to individuals who suffer from immobility, mental health and people with low self-esteem.

The project will enhance our current activity and provide a vital service to more people specifically targeting individuals aged 50+ as an early intervention preventative measure.

This target group is identified within the context of 'Healthy Aging in the City of Sunderland'.

The service that we currently provide is tailored to the individual's health needs, we have the capacity within the organisation to progress from seated exercise to a mature moves class. Our approach is holistic and incorporates both physical and mental well being.

Sit 'n' b' Fit is firmly embedded within the community and health and well-being sector and has an effective referral system in place. We work in partnership for the benefit of the individual and ensure that we utilise local resources appropriately.

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"/> [x]
(b)	A project will be provided to a higher quality / on a greater scale	<input checked="" type="checkbox"/> [x]
(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 funding being secured	<input type="checkbox"/> []
(e)	Other reason	<input type="checkbox"/> []

Please explain your answer:

Sit 'n' b' Fit will target 50+ in their own community settings, we have identified a gap in current provision for mature moves exercise to this particular target group.
The project will compliment and add value to the wider services currently provided through Sit n b fit and provide a range of health and well-being benefits to the individual.
This service will provide a progression route to the individuals who are currently in receipt of one-to-one support.

3.7 How will you publicise that you have received support from SIB?
(please refer to Section 3 of the guidance notes)

This project is likely to receive a lot of publicity and full acknowledgement will be given to the support of SIB funding. This will be achieved by working with the SIB funded Area Marketing project. Acknowledgement of SIB will also be passed to the clients and their carers / accommodation

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

Yes ☒ [x] No ☐ []

If 'Yes' please provide details:

We have consulted with local G.P's, community Centres, church halls, WI and U3A groups across Sunderland

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

Yes ☒ [x] No ☐ []

If 'Yes' please provide details:
Sunderland's 15 Year Plan for Adult Social Care and Healthy Aging in the City of Sunderland reinforce the need for additional health services for 50+
3.10 Who will benefit from the services provided by the project?
The 50+ section of society living within the City of Sunderland. 30 individuals over the 2 year period 25 groups over the 2 year period
3.11 Will there be any implications for Council Services arising from this project?
Yes [x] No []
If 'Yes' please provide details:
Yes – The project will make a significant contribution towards raising levels of physical activity for 50+, which will extend independence, thereby reducing the strain on council services.
3.12 Does this project require the support or sponsorship of a Sunderland City Council Directorate?
Yes [] No [x]
If 'Yes' please provide details:
3.13 Are any legal and other approvals required?
Yes [] No [x]
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 [x] No []
If 'Yes' please describe how the project will comply with the Policy:
Enshrined in the co-operative principles and rules is a commitment to equal opportunities: 'In carrying out its objectives the CIC shall have regard to promoting equality of opportunity for all sections of the community both within its own affairs and within society generally, and to assisting people in need by any means whatsoever.'
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"/>] (please tick)
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"/>] (please tick)
If 'Yes' please provide details as to how the project is in line with the Sex Discrimination Act 1975:	
Disability Issues	Yes [<input checked="" type="checkbox"/>] No [<input type="checkbox"/>] (please tick)
If 'Yes' please provide details as to how the project is in line with the Disability Discrimination Act 1995:	
In line with the DDA, Sit n b Fit will ensure that disabled learners will have a positive experience of learning and that the service will aim to recognise and respond to their particular requirements.	

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:
<p>City objective – working with those communities and groups who experience higher levels of ill health to ensure we can respond in ways in which are most relevant to their needs</p> <p>Local – improved provision for 50+</p> <p>Actions –</p> <p>1) Research the needs of 50+ The project has / will involve market research</p> <p>2) Activities programmes established in Community Setting and individuals own homes. At least 30 individuals will benefit from delivering the service directly into their own homes. In addition, at least 25 groups will benefit (on average working with 350 local people, based on an average of 14 participants per group)</p> <p>3) Develop Leisure learning programmes for 50+ Each participant will be offered an individual learning programmes, in total 380 learning programmes based on a 20 week (one hour pw) exercise and movement activity.</p> <p>City objective – Addressing underlying long term problems such as unemployment, poverty, poor housing, which help determine poor health experience</p> <p>Local – Need to encourage participation in health related matters.</p> <p>Actions –</p> <p>1) Promotion of sport, exercise and preventative programmes to assist the local community in development towards better health 30 individuals will benefit from delivering the service directly into their own homes. In addition, at least 25 groups will benefit (on average working with 350 local people, based on an average of 14 participants per group of 1-hour sessions. Such work can be classed as an early intervention measure to increase independent living and prevent falls – a major concern for the NHS.</p>

Expansion of Healthy Living Centre activities around diet, health promotion, smoking cessation, and healthy lifestyle delivered at local venues.

Signposting to Wellness centres, smoking cessation, nutrition groups and Sunderland Health Trainers.

2) More local facilities for health programmes

Delivered to at least 25 community venues and 30 homes throughout the City's Area Framework locations.

Local – To promote community led solutions to tackling health related issues

Actions –

1) Investigate mechanisms to ensure sustainability of community led initiatives

Funding already secured to train local chair based, Youth moves, and Exercise Instructors to deliver the service in the future

2) Co-ordinate community resources and initiatives

Using local community venues to deliver exercise programmes

3) Provision of health information at local venues

Using local community venues to promote the benefits of exercise.

4) Encourage community ownership of projects and community led solutions to tackling health related issues

Creation of a bank of qualified exercise teachers to deliver activity in the community.

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).

The main output is 380 individuals to benefit health-wise from a 20-week exercise programme. The individual benefits of the exercise will be gauged and evaluated by the locations completing questionnaires at the beginning, mid-term and end of the programme.

Other outputs include develop 25 new community venues for the promotion and delivery of exercise programmes, and to support a social enterprise which aims to create a self-financing services.

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

The aim is to provide the service across the City, the figures being calculated 5 community venues in 5 of the 6 areas delivering the exercise programmes and 5 individuals in each of the 6 areas.

Section 6: Management Arrangements

6.1 Describe how the project will be managed:

The programme will be managed by the directors of Sit 'n' b' Fit and the founder member Lynn Summerside is the operations manager of the social enterprise. She has a track record of delivery of this service City Wide.

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

The only identifiable risks are:

- 1) non – take up of programme – Market research strongly suggests that demand will outstrip supply. If this becomes a problem, we will increase the level and intensity of marketing the programme to the City's numerous community venues

2) people aged 50+ do not want to do the exercise – the programme is not compulsory and it is down to the choice of the individual whether they participate or not

Section 7: Financial Information

7.1 How much SIB funding is requested?

£27,500 in total to deliver within 25 locations within the City of Sunderland 380 individual learning programmes via a 20 week 1 hour per week = SIB unit cost of £3.61 per hour.

7.2 Indicate the type of funding requested: (please tick)

Capital [] Revenue [x] Both []

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

Sport and Leisure - £8,000 towards community wellness programme
 Sport and Leisure – £1,800 for exercise activity in the Hendon area.
 Social Enterprise Investment Fund - £12,000 towards the training and certification of staff

As result of the total investment we will deliver 7,600 hours of exercise programmes for local residents aged 50+ making a training unit cost of £6.44. In addition we will deliver training for 12 local people to become exercise teachers for the local community.

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

No other funding alternative has been considered for this specific activity.

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

This activity specifically targeting 50+ would not take place

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

Sit 'n b' Fit intend to sustain the service through mainstreaming and commissioning.

7.7 Provide a profile of projected costs:

Funding Source	2008/09	2009/10	2010/11	Total Cost
SIB:				
Coalfield	5,000			5,000
East	5,000			5,000
North	5,000			5,000
South	2,500			2,500
West	5,000			5,000
Washington	5,000			5,000
Other Sources (please state)				



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1)	Sport and Leisure	£8,000			£8,000
2)	Peoples Fund	£1,800			£1,800
3)	SEIF	£12,000			£12,000
Total Cost:		£49,300			£49,300

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

None

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

Labour Costs £27,500.

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.

N/A

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:

Lynn Summerside

Position in Organisation:

Director

Date:

4 June 2008



Project Application 5
Oddfellow Homing Society
SIB Requested: £6,500



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 pre-agenda and 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.

Dates and Venues of future meetings are provided as supporting information.

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

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

Section 2: Sponsor Details

2.1 Name of Lead Organisation / Group:

Oddfellow Homing Society

2.2 Address of Lead Organisation / Group:

Preston Road, Sunderland

Any correspondence to 37 Corporation Road, Hendon, Sunderland

2.3 Contact Name for Project:

Paul Potts

2.4 Position in Organisation:

Chairperson

2.5 Tel. Number:

07748357730

2.6 Fax Number:

2.7 E-mail Address:

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

2.9 Legal Status of Organisation:

Constituted 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, Yorkshire Bank, Blanford Street, Sunderland

2.12 Has the organisation received SIB support previously?

Yes [] No [x]

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 [x]

If 'Yes' please provide details:

Section 3: Project Details

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

Oddfellow Starter Kits

3.2 Project Start Date:

August 08

3.3 Project End Date:

December 08

3.4 Please Describe the project:

The society was established in 1948 by local people and established a based near Valley Road School, just off Corporation Road. The land is owned by the society and each member pays an annual fee of £1 per year for they unit.

Over the years our passion for the sport has not decreased, but rather our age has increased. We have been approached by young people 18+ who are interested in learning how to care for pigeons and enjoy the sport, but unfortunately start up costs are too expensive for them. Our past is as important as our present, but most importantly our future. We want to be able to work alongside the young people in the area and share our knowledge and skills to keep the sport of pigeon racing alive to encourage younger fanciers or followers.

We aim to do this by offering the young people a start up kit, comprising of membership, baskets, basic equipment, storage and also guidance and advice on caring and racing pigeons. This will allow the young people to become more healthier as they will be enjoying the outdoors; learning about being responsible for a living creature and teach them skills which they will be able to take with them into adulthood as their will be providing something not only for themselves, but for those who will benefit from it in the future.

Our society has insurance but crime is an issue in the area, we want to make sure that the investment in the start up kits is protected by improving the security of the site with better fencing.

Our vision is to be able to allow the young people to progress through the membership so when we pass away the community can continue to enjoy the sport of pigeon racing.

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

We have 26 of units and 56 members. We travel to regional and national events and last year came top in the Sunderland Premier Federation 2007.

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	[]
(b)	A project will be provided to a higher quality / on a greater scale	[]
(c)	The funding will accelerate the implementation of the project by 12+ months	x

(d)	A gap in funding will be filled pending other funding being secured	[]
(e)	Other reason	[]
Please explain your answer:		
Oddfellow Homing Society have identified the aforementioned improvements as a priority in the clubs' and community's development, however without SIB grant funding it would not be financially possible to achieve this in the next 18-24 months and unless other suitable grant awarding bodies were identified the project may never go ahead.		
3.7 How will you publicise that you have received support from SIB? (please refer to Section 3 of the guidance notes)		
<p>The project will be publicised in partnership with the SIB funded Area Marketing project. The project will also be publicised:</p> <ul style="list-style-type: none"> • Through both Down your Way in the Sunderland Echo • Word of mouth from residents of the East area • Posters issued through the community • Through the local written press (Eastwise, etc). 		
3.8 Has there been any consultations concerning the need for this project?		
Yes [x] No []		
If 'Yes' please provide details:		
Over the past year younger members have been approaching the management committee with ideas and suggestions around getting involved. Some already shadow members of the club, and the confidence gained through these relationships have changed attitudes towards the young people in the area and helped us understand the value of working together. We have found that everyone involved in the society and the potential younger members want this to go ahead.		
3.9 Is there any documentary evidence available to support the need for this project?		
Yes [] No [x]		
If 'Yes' please provide details:		
3.10 Who will benefit from the services provided by the project?		
<p>Current and potential society members, both young and old.</p> <p>We are offering an alternative tool to engage younger people into contributing something to the area, community and themselves.</p> <p>People are welcomed from any areas and do not have to reside in only Hendon, for instance, we have members from Grangetown as well.</p>		
3.11 Will there be any implications for Council Services arising from this project?		
Yes [] No [x]		
If 'Yes' please provide details:		
3.12 Does this project require the support or sponsorship of a Sunderland City Council Directorate?		
Yes [] No [x]		

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:

Possibly planning permission for the improved fencing. If awarded we would seeking advice from Sunderland Council on the matter.

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:

The project is fully committed to the principles of equality of opportunity and aims to ensure that no individual receives less favourable treatment on the grounds of age, gender, disability, race, ethnic origin, nationality, colour, parental or marital status, pregnancy, religious belief, class or social background, sexual preference or political belief. The project will ensure that there will be open access to all those who wish to participate in the use of the improved facilities/equipment and are treated fairly.

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 ☐ No ☒ (please tick)

If 'Yes' please provide details as to how the project is in line with the Race Relations Act 1976:

Gender Issues Yes ☐ No ☒ (please tick)

If 'Yes' please provide details as to how the project is in line with the Sex Discrimination Act 1975:

Disability Issues Yes ☐ No ☒ (please tick)

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:

Extending Cultural Opportunities

- Ensuring a place of sense.
- Aim to work with partners to provide a wide range of opportunity within communities.
- Enhance and develop existing cultural facilities

Be Healthy

- Working on the project will entail working outdoors in all whether to care, maintain and develop their creeds.

Stay Safe

- Working with members they will learn health and safety issues that they will be able to take with them into adulthood as they are supported and guided.

Enjoy and Achieve

- Providing something not only for themselves but for those who will benefit in the future
- Young people will be given their own starter kit to, including a pigeon to nurture.
- Young people will be able to see a positive outcome and learn many things that can be taken into all areas of their life experiences.

Make a Positive Contribution

- They will know that work done is not only for themselves but for those living in the community and those who will live here in the future.

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).

A successful SIB funding bid would improve a local community facility within the East area that will be used by young and old alike.

Better equipment and facilities being obtained through funding would give a high quality facility for youngsters to go to and enjoy and participate in. It is expected that in the next 12 months approximately 20 new members will benefit from the project.

The society would offer an alternative that may result in cutting crime rates within the East area. This would hopefully cut anti social behaviour and local East residents would hopefully feel safe within their local area. If the Society gained SIB funding, the funds would improve the existing facilities that the society possesses. The facilities would continue to be well maintained and managed.

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 management committee will play an active role and it is intended that as the younger members progress that they will form part of the committee. We have monthly meeting, but extra ones are held when arranging and organising races.

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?				
£6,500				
7.2 Indicate the type of funding requested: (please tick)				
Capital <input checked="" type="checkbox"/> Revenue <input type="checkbox"/> Both <input type="checkbox"/>				
7.3 Has funding been requested / allocated from any other sources, including Council Directorates and if so how much?				
No				
7.4 What other funding alternatives have been considered and why were these not appropriate?				
This is our first funding bid.				
7.5 What are the financial implications for the project should it not receive SIB funding?				
We would not be able to go forward with the project.				
7.6 When SIB expenditure is complete how do you intend to continue this project?				
If SIB funding is awarded the grant will leave resources in the community, which will not need replacing for decades, as the equipment will be maintained to a high standard. It is envisaged that if a new member becomes serious in the sport, that they will progress onto purchasing their own equipment, allowing newer members to move into the discipline, this will enable the society to continue to offer start up kits to its newest members in forthcoming years.				
7.7 Provide a profile of projected costs:				
Funding Source	2008/09	2009/10	2010/11	Total Cost
SIB:				
Coalfield				
East	£6,500			£6,500
North				
South				
West				
Washington				
Other Sources (please state)				
1)				
2)				
3)				
Total Cost:	£6,500			£6,500



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

New members will receive affordable rates (£1 per year) for storage and basic equipment, such as, nests, feed, etc.

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

- Baskets @ £150 each x 20 = £3,000
- Metal container @ £1,500
- Fencing @ £2,000

Total £6,500

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.

The management committee will ensure procurement and purchasing equipment are adhered to, as advised by Procurement Services.

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:

Paul Potts

Position in Organisation:

Chairperson

Date:

19 May 2008

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 pre-agenda and 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.

Dates and Venues of future meetings are provided as supporting information.

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:

St Joseph's Parish Centre (Millfield) Ltd.

2.2 Address of Lead Organisation / Group:

Rutland Street, Millfield, Sunderland, SR4 7TF

2.3 Contact Name for Project:

Elizabeth Lardner

2.4 Position in Organisation:

Treasurer

2.5 Tel. Number:

(0191) 5671800
 Mobile 07986036137

2.6 Fax Number:

2.7 E-mail Address:

elizabeth.lardner@ntlworld.com

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

Postal address for correspondence Mrs Lardner 31 St Gabriels Avenue Sunderland SR4 7TF

2.9 Legal Status of Organisation:

Company Limited by Guarantee

2.10 Registered Charity Number (if applicable):

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

Yes

2.12 Has the organisation received SIB support previously?

Yes [/] No []

If 'Yes' please provide details:

December 2002. £3000 received towards the cost of altering the existing toilet block to make it accessible. The total cost was £19,000. Cost centre reference G2220113. Project reference number SIB9/A3/EA/17 St Joseph's Parish Church

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)

Parish Centre main roof repair

3.2 Project Start Date:

1st August 2008

3.3 Project End Date:

15th August 2008

3.4 Please Describe the project:

St Joseph's Parish Centre are a long established organisation who provide a facility, which caters for wide range of community activities in the local area. It is managed by 39 volunteers who co-ordinate activities 7 days a week.

The main sloping slate roof of the Centre has nail rot. General maintenance and repair is no longer effective. The most recent maintenance was in February 2008. Since then numerous slates have been dislodged and the building is leaking. We have been advised to remove all the slate battens and dispose of them. Roof area to be felted, battened and existing slates replaced. Missing and damaged slates to be renewed. Ridge tiles to be replaced and existing gutter and down pipes renewed. The adjoining flat roof needs repair.

The interior of the building has suffered damage due to the leakage. The ceilings and walls to the hall, kitchen and corridor need to be plastered and redecorated and the main hall floor needs repair.

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

The Centre is used for local community use. It is open all day and every day. We currently have 24 diverse groups of all ages, abilities, cultures and interests who use it on a weekly basis. We average 3,400 visitors per month. It is open to all without exception. The Centre is run totally on a voluntary basis and resources its own income. The project will complement the Centre by enabling it to remain open and viable. The Management Committee can no longer comply with Health and Safety and Risk Assessment Regulations, as maintenance is both expensive and ineffective.

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"/>
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(b)	A project will be provided to a higher quality / on a greater scale	[]
(c)	The funding will accelerate the implementation of the project by 12+ months	[]
(d)	A gap in funding will be filled pending other funding being secured	[]
(e)	Other reason	[/]
Please explain your answer:		
<p>The Centre is constantly in use and very successful. Help with the main roof repair and redecoration is essential to our viability. The project will allow the Centre, to continue successfully, adapt to local needs and grow. The Centre was established in 1979 and is a focal point in the community.</p>		
3.7 How will you publicise that you have received support from SIB?		
(please refer to Section 3 of the guidance notes)		
<p>The Centre is the hub of the community. Support will be widely made know on our notice boards, newsletters and word of mouth. The Community Shop in St Luke's Terrace will also display on our behalf.</p>		
3.8 Has there been any consultations concerning the need for this project?		
Yes [/] No []		
If 'Yes' please provide details:		
<p>9 years ago a survey indicated the roof was in a very poor condition. Over the years roof maintenance firms have repeatedly reported nail rot. Over the last 3 years we have paid £6,715 in maintenance. We again have many slates missing and broken even though the last work done was completed in February 2008. In April 2008 our regular roofer advised the work detailed in the enclosed estimate would be the only way forward.</p>		
3.9 Is there any documentary evidence available to support the need for this project?		
Yes [/] No []		
If 'Yes' please provide details:		
<p>The work is evident from the enclosed estimate and the surveyors report.</p>		
3.10 Who will benefit from the services provided by the project?		
<p>The people who use the Centre. A quantative monitoring of the building indicates 3,400 footfalls per month. The building is constantly in use and essential to the local residents.</p>		
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:

Approval was received from the school to gain access to their grounds enabling work to be carry out work during the school summer holidays, if funding is awarded.

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:

St Joseph's Parish Centre will ensure that no service user/volunteer receives less favourable treatment on the grounds of sex, race, colour, nationality, ethnic or national origin, marital status, sexual orientation, disability, age, trade union activity, political or religious belief.

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 ☐ No ☒ (please tick)

If 'Yes' please provide details as to how the project is in line with the Race Relations Act 1976:

Gender Issues Yes ☐ No ☒ (please tick)

If 'Yes' please provide details as to how the project is in line with the Sex Discrimination Act 1975:

Disability Issues Yes ☐ No ☒ (please tick)

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 contribute to the City and Area Strategic objectives, 'Extending Cultural Opportunities' and 'Creating Inclusive Communities' by improving a facility by which people can come together to enjoy social activities.

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).

- Renewed roof will comply with Health and Safety regulations and make the building water tight
- Improved internal works making the building fit for purpose

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:

The Management Committee will supervise the work and play an active role in ensuring it is delivered. The roof repairs must happen during the school holidays, as worker need access to the school yard which are attached to the Parish Centre. The school is aware and in agreement in allowing access whilst repairs are conducted.

The Committee have a pool of skills to ensure that the project goes ahead, for example, an Engineer, Accountant, Health and Safety Advisor, etc.

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?

£13,000

7.2 Indicate the type of funding requested: (please tick)

Capital [x] Revenue [] Both []

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

No

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

None available at this time.

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

Expensive non-effective maintenance will continue. The users will diminish in number if the venue is not pleasant to visit. A decrease in visitors will reduce our resourced income.



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

We will continue to be viable, financially well managed, adapt to current community needs, comply with all current regulations and extend the service to future users as required.

7.7 Provide a profile of projected costs:

Funding Source		2008/09	2009/10	2010/11	Total Cost
SIB:					
Coalfield					
East		£13,000			£13,000
North					
South					
West					
Washington					
Other Sources (please state)					
1)	Own resources	£2,000			£2,000
2)					
3)					
Total Cost:		£15,000			£15,000

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:

SIB funding

Aqua Roofing and Building Contractors £9,350
Plastering £2,000
Hall floor repair £1,650
SIB Total £13,000

Own resources

Re decorating £2,000

Overall Total £15,000

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.

The project will be managed in accordance with purchasing and procurement requirements.

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):

The Centre is the most successful in the area. Established in 1979 it has a broad customer base. The Management Committee and volunteers are long-term members. They are experienced and committed to the Centre.

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:

Elizabeth Lardner

Position in Organisation:

Treasurer

Date:

19 May 2008



Project Application 7
Sunderland Dance
SIB Requested: £1,562 (Multi area total £32,000)



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 pre-agenda and 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.

Dates and Venues of future meetings are provided as supporting information.

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:

Sunderland Dance Community Interest Company

2.2 Address of Lead Organisation / Group:

44 Mowbray Road, Hendon, Sunderland SR2 8EL

2.3 Contact Name for Project:

Deloris Martin

2.4 Position in Organisation:

Director

2.5 Tel. Number:

0191 565 7270
07967002039

2.6 Fax Number:

2.7 E-mail Address:

Sunderlanddance.cic@hotmail.co.uk

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

As above

2.9 Legal Status of Organisation:

Community Interest Company
Reg Number : 6418445

2.10 Registered Charity Number (if applicable):

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

Yes Our bank account has dual signatories

2.12 Has the organisation received SIB support previously?

Yes [] No [/]

If 'Yes' please provide details:
N/A
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:
N/A

Section 3: Project Details

3.1 Project Title: (please re-state title as per front sheet)		
Dance mobility for children with disabilities		
3.2 Project Start Date:	3.3 Project End Date:	
September 2008	40 weeks from start date	
3.4 Please Describe the project:		
<p>Through networking and partnership working we have identified a needs gap for dance opportunities geared towards disabled members of our community.</p> <p>We want to provide studio based gentle exercise and dance classes for children and young adults with disabilities and/or learning difficulties. The objective being that we can enable participants up to the age of 18 to increase fitness levels, increase self confidence and self esteem, and develop creativity. The classes will be a fun and exciting way to promote these areas of development in an innovative way.</p> <p>Participants will benefit significantly from this project, as not only will fitness levels and stamina be increased but social interaction and positive relationships will be developed and nurtured.</p> <p>Building on such skills will be an empowering tool for all participants and contribute towards a feeling of well-being and positive outlook on life. Members of our community who are sometimes discriminated against because of disability will be given the opportunity to access and enjoy physical activities. Their contributions and ideas will be recognised and valued. An environment of sharing and celebrating individual differences will be nurtured to support fostering social inclusion.</p>		
3.5 What service does the organisation currently provide and how will this be complemented by the project?		
<p>We work in Schools providing workshops or classes to support cross-curricular activities. At present we have a break dancing project called Fresh Kids, which is held in Platinum Dance Studio in Sunderland every week for children, primarily boys, aged 5 – 15yrs old. This has proved to be very successful and we are looking to expand this project further to include girls. We work with SNCBC delivering a multi-styles programme of dance. This project is ongoing and permanent twice weekly with disaffected teenage girls. We will also be working in partnership with Gentoo from the start of May to work with disengaged youth in various areas of Sunderland. We are currently engaging in cross curricular work within some of the SEN schools in Sunderland leading up to the start of this project. Sunderland Dance CIC has recently been commissioned by North Tyneside PCT to help with the delivery of a dance on prescription pilot project.</p>		
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	x

(b)	A project will be provided to a higher quality / on a greater scale	[]
(c)	The funding will accelerate the implementation of the project by 12+ months	[]
(d)	A gap in funding will be filled pending other funding being secured	[]
(e)	Other reason	[]
Please explain your answer:		
We are aware of no other project in the area that accommodates this sort of provision for disabled children.		
3.7 How will you publicise that you have received support from SIB? (please refer to Section 3 of the guidance notes)		
We will publicise the support that we have received from S.I.B. through the local press, on our web page and on any advertising and publicity literature. We will adhere to the S.I.B. condition that any press releases be made via the S.I.B. Marketing and Communications Co-ordinator		
3.8 Have any consultations taken place concerning the need for this project		
Yes [/] No []		
If 'Yes' please provide details:		
Special Needs Schools – please see details below Jane McKay Schools Sport Co-ordinator for Special Schools in Sunderland		
3.9 Is there any documentary evidence available to support the need for this project?		
Yes [/] No []		
If 'Yes' please provide details:		
<p>The schools targeted are located in Sunderland and its environs to enable this project to be available to the widest possible number of children.</p> <p>We have researched the need for this provision by contacting the schools to determine the levels of interest and potential uptake of the project. Results and feedback have been positive from telephone conversations with every school contacted interested. We have sent out letters and we are in receipt of acknowledgment slips as to their level of interest. We have a letter of support from Jane McKay (attached)</p>		
3.10 Who will benefit from the services provided by the project?		
<p>Participants would be from schools within the boroughs Special Educational Needs Schools and those Mainstream schools, which offer S.E.N. provision. Therefore the project would be multi-area wide.</p> <p>The schools targeted are:</p> <ul style="list-style-type: none"> • Barbara Priestman Meadowside SR2 7QN • Castlegreen Community School Hylton Castle SR5 3NF • Columbia Grange School, Washington NE38 7NY • Maplewood School, Sunderland SR5 5PA • Portland School, Chaplegarth SR3 2NQ • Spingwell Dene School, Sunderland SR4 4EE • Sunningdale School, Sunderland SR3 4HA <p>We are also targeting the following Mainstream Schools who make provision for S.E.N. :</p> <ul style="list-style-type: none"> • George Washington Primary School 		

- Thorney Close [Primary School
- Sandhill View School
- Quarry View Primary School
- Usworth Grange Primary School
- Pennywell School
- Washington School
- Oxclose, Nursery, Primary and Community Schools

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

Yes [/] No []

If 'Yes' please provide details:

We envisage that this project will enhance and support the Council Services working with S.E.N pupils, develop partnership working, develop new services, increase choices and improve access to activities for those who can benefit the most. This will help Sunderland Council towards achieving the delivery of Sunderland Council Strategy

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

Yes [] No [/]

If 'Yes' please provide details:

N/A

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:

N/A

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:

We recognise that everyone has a contribution to make to our society and has a right to equal opportunity. We do not discriminate on the grounds of gender, race, disability, sexual orientation, religion or belief or age. We aim to promote opportunities for fitness and dance to all and create an environment in which individual differences are not a barrier to learning, achievement or enjoyment

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 [/] No [] (please tick)

If 'Yes' please provide details as to how the project is in line with the Race Relations Act 1976:

We do not discriminate on grounds of race, colour, nationality or ethnic origin. The project is open to all.

Gender Issues Yes [/] No [] (please tick)

If 'Yes' please provide details as to how the project is in line with the Sex Discrimination Act 1975:

We do not discriminate against anyone on grounds of sexual orientation. The project is open and inclusive to all irrespective of gender.

Disability Issues Yes [/] No [] (please tick)

If 'Yes' please provide details as to how the project is in line with the Disability Discrimination Act 1995:

The project is specifically for disabled people. We are complying with the Act by asking for funding to make 'reasonable adjustments' to the premises to allow disabled people to access the project.

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:

This project will encompass several strategic objectives set by Sunderland.

- We will be promoting opportunities for fitness and health in young people, and improving health and social care.
- Through this project we will be extending Cultural Opportunities. We will introduce elements of different dance styles at appropriate levels to level of mobility and learning,
- We are helping to raise standards and increase participation in learning. We can provide a safe and stimulating environment in which to learn new skills and develop artistic creativity. The studio premises where the project will be held is modern, well equipped and has excellent facilities. This will be an opportunity to learn in a professional environment and will be a different and exciting way to broaden horizons, knowledge and experiences.
- We are helping to create an Inclusive Community. Our ethos is to be as inclusive and accessible as possible. We believe that one of the legacies which will occur from this project will be that social inclusion will be aided and promoted which will lead to stronger community cohesion. We will be raising awareness of diversity and disability which will promote tolerance and understanding of others

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).

We intend our monitoring and evaluation throughout this project to be structured and measurable.

- We will be using video camera and photographic evidence to use in the monitoring and assessment process. By using these mediums both children and adults can pinpoint progression in fitness and health and also identify needs or areas of flexibility in lesson plans to support the learning and evaluation process. We will comply with any requests from participants, teachers, parents or carers if they wish not to be filmed or photographed and will offer alternative monitoring if requested.
- We will work closely with the staff of the participating schools to tie in with their assessment tools and systems in order to show clearly the progression made both on a physical level as well as on personal development levels

- We will ask for written feedback and evaluation of the project with participating schools and partners to identify the level of raised standards, value and learning. Obtaining such information will be a key in capacity building and learning from good practice in order to maximise joined up service working.

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

From an area perspective this will be a multi-area wide project so working on the principal that schools are located in 5 Regeneration Areas we have allocated the cost per school at £1562. £8560 of the requested bid, for work to be done to better accommodate disabled people, has been allocated to Sunderland North as the studio is located there. The profile of projected costs for each area is stated in that section below.

Section 6: Management Arrangements

6.1 Describe how the project will be managed:

The project will be managed by the directors of the company.

- All policies and procedures will be adhered to and regular risk assessment procedures will be carried out.
- All monitoring and evaluation will be consistent and regular and managed by the funding manager of the company.
- Delivery of the project will be carried out by teachers who are CRB Checked.

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

We envisage no significant risks.

Section 7: Financial Information

7.1 How much SIB funding is requested?

We are applying for the following amount which will enable us to deliver this project successfully

- | | |
|--|-------------------|
| • Work to make the studio more accessible for wheelchair access and disabled toilet facilities | £8,560.00 |
| • Studio Hire @£20 per hour @10hrs per week x 40 wks | £8,000.00 |
| • Mobility teacher @£25 per hour @ 10 hours per week X40 weeks | £10,000.00 |
| • Transport costs over 40wks | £5,440.00 |
| TOTAL requested from SIB | £32,000.00 |
| • Marketing, advertising and promoting the project | |
| Match Funding Confirmed | £2,000.00 |
| • Telephone costs and admin are donated | £2,500.00 |

7.2 Indicate the type of funding requested: (please tick)

Capital [] Revenue [] Both [/]

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

No

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

We have had difficulty sourcing award bodies who would be interested in supporting this project to the required level

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

This project could not take place

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

We will actively source continuation funding to cover core costs for this project. We will also actively work in partnership with other agencies to find ways to build capacity to continue and take this project forward

7.7 Provide a profile of projected costs:

Funding Source	2008/09	2009/10	2010/11	Total Cost
SIB:				
Coalfield				
East	£1,562			£1,562
North	£11,684			£11,684
South	£1,562			£1,562
West	£9,372			£9,372
Washington	£7,810			£7,810
Other Sources (please state)				
1) Telephone costs and Admin	£2,500			£2,500
2) Marketing, Advertising and promoting the project	£2,000			£2,000
3)				
Total Cost:	£36,490			£36,490

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

Platinum Dance Studio will match fund for Marketing, Advertising and promotion of the project. Telephone costs, Internet and Admin are being donated by Sunderland Dance C.I.C.

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

Capital Expenditure	£8,560
Project running costs over the 5 Regeneration areas	£23,430
Marketing, Advertising and Promotion	£2,000
Admin, Telephone and Internet	£2,500
Total	£36,490

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.

Our company is properly registered, we are properly constituted and our financial details are available. Our estimates have been acquired in an open and honest way and all projected costs are true.

We have a written estimate from D.S.C. Interiors for £8560 with a breakdown of costs including replacing doors, replacing floors where necessary, build a ramp for wheelchair access, repair and replace joinery work, extending male and female toilets to accommodate disabled users.

We have an estimated charge from Compass Community Transport breaking down the costs as Cost per session £20 with the next 21-100 miles in session 0-80p.

We will comply with any management requirements requested by Sunderland City Council.

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:

Deloris Martin

Position in Organisation:

Director

Date:

21 May 2008

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 pre-agenda and 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.

Dates and Venues of future meetings are provided as supporting information.

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

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

Section 2: Sponsor Details

2.1 Name of Lead Organisation / Group:

Sunderland Maritime Heritage

2.2 Address of Lead Organisation / Group:

Unit 2, Church Street East, Hendon, Sunderland, SR1 2BB

2.3 Contact Name for Project:

Mrs Browell

2.4 Position in Organisation:

Secretary

2.5 Tel. Number:

0191 5287041

2.6 Fax Number:

2.7 E-mail Address:

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

Same

2.9 Legal Status of Organisation:

Company Limited by Guarantee

2.10 Registered Charity Number (if applicable):

1089465

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

Yes, Dual signatory bank account

2.12 Has the organisation received SIB support previously?

Yes [x] No []

If 'Yes' please provide details:

Oct 1997 – Feb 2005

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

Yes [] No [x]

If 'Yes' please provide details:

Section 3: Project Details

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

Sunderland Maritime Heritage

3.2 Project Start Date:

June 2008

3.3 Project End Date:

March 2009

3.4 Please Describe the project:

Our premises at South Docks, as well as the new premises in Church Street have been generously provided by the City Council at a "Peppercorn Rent"

Funding is sought for one off capital funding for a new initiative, which involves building a replica of Jack Crawford Boat H.S. Venerable (30"). The initiative will include:-

- fourteen volunteers
- cross generation work, passing down rare skills to younger people
- developing links with external agencies and key partners
- promote the project and Sunderland maritime heritage in general
- to implement monitoring and evaluation systems in order to enable effective deliver

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

We are open six days of the week and attend events around the region. If Area Committee decided to support our project it will complement current services by: preserving skills used to produce and maintain wooden boats; provide training of volunteers in a highly specialist and unique area/skill; safeguard our heritage by being able to archive documents and photographs for future generations and encourage interactive participation with tools and equipment, for visitors and educational groups including the general public.

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	[x]
(b)	A project will be provided to a higher quality / on a greater scale	[]
(c)	The funding will accelerate the implementation of the project by 12+ months	[]
(d)	A gap in funding will be filled pending other funding being secured	[]

(e)	Other reason	[]
Please explain your answer:		
<p>The group was formed in October 2000 and since that time has become well known and respected within the community. The group, with more than thirty talks and displays been delivered within the last year, has supported various events. We feel ready now to move into a new challenge, but unfortunately without funding the project will not be able to happen.</p>		
3.7 How will you publicise that you have received support from SIB?		
(please refer to Section 3 of the guidance notes)		
<p>The SIB logo would be every exhibition the ship will visit, also we expect massive media coverage and marketing/leaflets/posters, etc.</p>		
3.8 Has there been any consultations concerning the need for this project?		
Yes [x] No []		
If 'Yes' please provide details:		
<p>Throughout the year we have been attending community events and had numerous visitors to the centre, these opportunities have allowed us to consult with groups and the general public on what they would like us to focus on in the future. Building the Venerable to honour Jack Crawford was highlighted as a priority.</p>		
3.9 Is there any documentary evidence available to support the need for this project?		
Yes [] No [x]		
If 'Yes' please provide details:		
3.10 Who will benefit from the services provided by the project?		
<p>Everyone with an interest in our heritage and of course our 14 volunteers. Our volunteers are retired and possess a multitude of skills that are becoming rare, this project will help us work alongside younger people to pass the skills down through generations.</p>		
3.11 Will there be any implications for Council Services arising from this project?		
Yes [] No [x]		
If 'Yes' please provide details:		
3.12 Does this project require the support or sponsorship of a Sunderland City Council Directorate?		
Yes [] No [x]		
If 'Yes' please provide details:		
3.13 Are any legal and other approvals required?		
Yes [] No [x]		
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:	
Sunderland Maritime Heritage is an equal opportunities service and the aim of the Service is to ensure no job applicant, worker, or service user receives less favourable treatment on the grounds of sex, race, colour, nationality, ethnic or national origin, marital status, sexual orientation, disability, age, trade union activity, political or religious belief.	
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"/>] (please tick)
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"/>] (please tick)
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"/>] (please tick)
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:
This project cuts across two priorities relating to attracting tourism and culture to the City, which will enhance the local economy and also inclusive communities and cohesion by bring together people from different backgrounds and interests.
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).
The model of the Jack Crawford Venerable will be completed and a permanent mobile boat will be available to presented at key festivals and events round the city to promote the heritage of our City.

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 management structure at the Maritime is very much hands on in the implementation of developing this project. Over 8 trustees will be involved in managing the project from ordering materials to building the model. All 8 trustees have experience of project management; planning; administration; monitoring; evaluating and financial experience. This will ensure this project is a success.

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?

£12,260

7.2 Indicate the type of funding requested: (please tick

Capital [] Revenue [] Both [x]

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

No

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

None

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

The project will not happen.

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

If we are lucky enough to get this help, Venerable will be completed and this project will continue through the dedication of the trustees and volunteers, little revenue will be needed that is why we are confident that the project is sustainable.

7.7 Provide a profile of projected costs:

Funding Source	2007/08	2008/09	2009/10	Total Cost
SIB:				
Coalfield				
East		£12,260		£12,260
North				
South				
West				
Washington				
Other Sources (please state)				
1)				
2)				
3)				
Total Cost:		£12,260		£12,260

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:

- 1 oak tree, 1 mahogany tree, 25 cast iron cannons £9,260
- Volunteer expenses (i.e. car mileage) £3,000

Total: £12,260

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.

This is a specialised project that needs a contractor who can deliver all materials needed. We have approached numerous timber merchants across the country. We have found that J. B. Timber Ltd, 56 Woodgate Lane, North Ferriby, East Yorkshire, HU14 3JY were the only contractor suitable, we have provided written evidence of quotes received to the Area Regeneration Officer as evidence.

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):

We are a unique organisation in the City and provide jewels in the crown, with regards to respecting and promoting the City's heritage, with artefacts and historic ships.

Section 9: Declaration

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:

Brenda Rowell

Position in Organisation:

Secretary

27.02.08