

# Neighbourhood Community Development Partnerships~ Proposal Form



Amount of funding requested:

£11,437

Reference number (office use)

**NCDP-N1/03**Which **neighbourhood**  
is this project for:

Neighbourhood 1 (Brockley, Evelyn, New Cross &amp; Telegraph Hill)

Project title:

Brighter Futures Together

**Please read Section D and the important information at the back of before submission**

## SECTION A: Your organisation

<b>Organisation</b>	Voluntary Services Lewisham (VSL) Entelechy Arts (EA).
<b>Contact person</b>	Evelyn Brady
<b>Telephone</b>	0208 291 1747
<b>Address incl Post Code</b>	Lewisham Central Community Hub, Ground Floor, Leemore Centre, 29-39 Clarendon Rise, SE13 5ES
<b>Email address</b>	evelyn@vslonline.org.uk

*If an organisation will be receiving the funds on your behalf please provide details below:*

<b>Delivery Organisation</b>	
<b>Contact person</b>	
<b>Telephone</b>	
<b>Address incl Post Code</b>	
<b>Email address</b>	

**SECTION B: The Project**

**Which priorities does your application address ~ please see guidelines for additional information on each priority Tick all that apply.**

Long Term Health Conditions	<input checked="" type="checkbox"/>
Mental Health & Wellbeing	<input checked="" type="checkbox"/>
Access to Information	<input checked="" type="checkbox"/>

**1. What would you like to do with the funding? Please describe the project:**

- **What are the aims and objectives?**
- **Describe the activities to be delivered**
- **How will the local health and wellbeing priorities be addressed?** (See answer in number 3) *Max 500 words*

**Key Learning points from existing project – “Better Together”**

- Group befriending provides members with more social interaction and greater control over their relationships, enabling them to build, grow and continue friendships both within and outside the group environment;
- The benefits of working in shared housing schemes means that people can connect with their neighbours and encourage new residents to attend the group, plus Housing Managers can identify and refer people most socially isolated;
- Specific activities encourage men to attend, who are harder to reach and engage;
- Basing groups around an activity encourages engagement.

Participant feedback included:

- “I feel 10 times better after I’ve come to the group; it just lifts your spirits”
- “It gives me energy and a spark”
- “I like it; it makes me feel like I can still do things”
- “It’s good for me to socialise, here I can”

**The aims and objectives of “Brighter Futures Together” are:**

- To enable vulnerable older people to develop and maintain positive and mutually supportive relationships;
- To facilitate greater access and involvement in community resources;
- To offer more creative opportunities enabling people to improve their mental wellbeing;
- To facilitate increased group member involvement with activities and expanding membership;
- To recruit, train and support volunteers to facilitate and encourage the group befriending sessions, and escort members to access the groups;
- To develop and build on partnership working, sharing resources and experiences.
- To seek additional funding opportunities to enhance the project provision (e.g. social outings)

**What would you like to do with the funding, please describe the project and what activities will be delivered?**

VSL and EA will build on the foundations laid during the “**Better Together**” project, which delivered befriending services for isolated vulnerable older adults living in area 1. We will develop the original project beyond the parameters of befriending, creating pathways for older people to access community resources, enabling them to connect with their local neighbourhood. In addition, we will facilitate the increased involvement of group members with the project.

**N.B.** We will continue to deliver the activities from the Better Together project – e.g. singing, healthy walks, arts and crafts, quizzes.

**“Brighter Futures Together” will use the established befriending groups to:**

- Extend activities to outside the befriending environment, linking members into the community by signposting and enabling the users to engage with social and creative activities including monthly movie club, and tea dances;
- Cross befriending group activities to create contributions to the Lewisham 2019 Festival of Creative Ageing, such as exhibits, films or being part of a pop up choir;
- Expand the involvement of group members so they are part of the group facilitation, encouraging attendance and new members, initiating activities, developing friendships outside the group;
- Use the learning to inform the 4-year study by Queen Mary University of London about the Wellbeing of Social Interventions;
- Develop closer working between EA and VSL including training opportunities and experience sharing for volunteers.

## 2. Who in the community is your project targeted at and how will you ensure that the project supports people across the neighbourhood?

“Brighter Futures Together” is targeted at isolated vulnerable older adults living in area 1. We will continue to recruit volunteers who live locally to support the project, and will look at ways to develop volunteering roles as the project and activities expand.

The project will be delivered across the neighbourhood over four sites which include:

- Pepys Resource Centre;
- The Albany;
- Leander Court;
- The White House.

This will ensure the project can easily be accessed across neighbourhood 1. We will also be providing, through volunteers, transport and/or escorts for people who would otherwise find it difficult to access the groups and activities.

Telephone Befriending is an option for people who are unable to attend the group, or it would be inappropriate due to health or wellbeing issues.

### How many people do you estimate will directly benefit from accessing your project?

- Engaging with 60 vulnerable older adults through group and telephone befriending;
- Recruit and support 25 volunteers – befrienders, group facilitators, escorts and drivers.

## 3. How will the project address the local health and wellbeing outcomes? *(Appendix A)*

- Promoting inclusion and reducing isolation by providing group befriending options across N1;
- Improving mental well-being through activities in a supportive environment;
- Creating a sense of belonging through group participation;
- Building new relationships that transcend weekly group sessions thus increasing self-esteem and independence;
- Developing confidence by learning new skills and developing creativity;
- Improving long term health conditions through physical activity;
- Encouraging community participation through creating linked up befriending pathways;
- Improving access to local information by signposting and inviting guest speakers;
- Improving intergenerational interaction by bringing communities together across the neighbourhood;
- Volunteers and service users feel more connected through shared experiences.

## 4. When will the activity take place:

**Start Date: January 7<sup>th</sup> 2019 – subject to the funding being received**

*(Please note it can take up to 12 weeks after the decision on funding to be confirmed for you to be paid).*

**End Date: 31<sup>st</sup> December 2019**

*(Please note that the project must be completed by the end of December 2019)*

**5. Locations where the activities will take place:**

- Pepys Resource Centre;
- The Albany;
- Leander Court;
- The White House;
- Other locations as required for participation of Lewisham Festival of Creative Ageing 2019, tea dances, and other community activities.  
N.B. There will be health walks exploring the neighbourhood 1 area and outings to places of interest.

**6. How will you work with others to deliver the project? (For example will your project involve other community groups, local residents, Community Connections, GCDA, Council officers or any other partners? Use this space to tell us how they will be involved during the different phases of the project):****Community Connections**

Will support the project by identifying hard to reach clients and signpost potential volunteers to the project.

**The Albany**

Will support the project through their partnership working with Entelechy Arts on the Meet Me at programme.

**Eco Communities and (We Women Circle Towards Equality)**

Will support the project by providing the space and IT equipment at the Pepys Resource Centre.

**Montage Theatre Arts**

Will design, resource and deliver music and singing workshops.

**Lewisham Healthy Walks (GCDA)**

Will provide a volunteer walk leader to plan and lead on healthy walks in the local area.

**Local Social Housing Providers**

Will identify older vulnerable adults who can be referred to the project.

**GP Surgeries and other health professionals like OTs and Mental Health Teams**

Will identify older vulnerable adults who can be referred to the project.

**Local Residents**

Will volunteer on the project, and assist us to design and deliver the project. Service Users will be an integral part of the project development, delivery and evaluation.

**Adult Social Care Team**

*Will identify older vulnerable adults who can be referred to project.*

**7. Outline the key risks associated with the project and how you will minimise their impact. (If you are planning an outdoor event, for example, what would happen if it rained?): Remember a risk assessment should be completed.**Risk 1

We are able to maintain Service User numbers and ongoing engagement with our befriending services.

Mitigation

We will be extending the activities offered as part of the befriending service, linking members into the community by signposting and support. We will offer information and support to attend events. We will arrange joint events so that Service Users can develop intergroup relationships.

We will expand the involvement of group members so they are part of the group facilitation, encouraging attendance and new membership, and initiating activities.

#### Risk 2

Retaining current volunteers and recruiting new volunteers.

#### Mitigation

We will offer volunteers training and development opportunities to engage volunteers, along with opportunities for experience sharing. We will also ensure that volunteers are included with project development and delivery.

We will continue to promote the volunteer roles through various Volunteer Centre websites, and our own website and via social media. We will have a recruitment stall at Lewisham shopping Centre and Deptford Lounge. We will attend local volunteering fairs.

#### Risk 3

The volunteers will not be adequately managed and supported.

#### Mitigation

We have comprehensive policies and procedures for volunteering. VSL has been awarded Investing in Volunteers (IIV) and the NCVO/mentoring and befriending Approved Provider Standard (APS). We run an AQA accredited training programme including Boundaries and Confidentiality, Safeguarding, MHFA, and Communication Skills and have regular support meetings for our volunteers.

### **8. How will you ensure sustainability of your work once the project funding ends?**

We will ensure sustainability of our work in the following ways:

- We will seek further funding to enable the project to develop and continue. As part of this we will explore extending positive partnership working;
- We will encourage service users to set up Peer Support Groups so they can continue to develop and grow their relationships;
- Through the project signposting and information provided, Service Users and Volunteers will continue to play an active part of their local community;
- We will encourage Service Users to become volunteers, if appropriate;
- Service Users and Volunteers will have learnt new skills and habits during the project which they can continue after the project ends to help maintain positive mental wellbeing.

### SECTION C: Project Costs

*How much will the project cost? If you are unable to provide precise information please estimate, but indicate where you have done this. Please also note that expenditure and income must be the same.*

<b>Expenditure (the costs of delivering the project)</b>	
Project Workers	£17,000
Management and Core Costs	£3,000
Activities including materials	£900
Volunteer Expenses	£1,100
Training (Some AQA accredited) – In Kind	£1,200
Venue Hire – In Kind	£5,000
Publicity- In Kind	£350
<b>Total Project Expenditure</b>	<b>£28,550</b>

<b>Income (where the money is coming from)</b>		
Neighbourhood Fund requirement	<b>*£11,437 awarded</b>	*£14,800
Other Council funding (please specify)		
Crowdfunding		
<b>Other Funding</b>		
VSL Core - £3,350		
Entelechy Arts - £3,350		£6,700
<b>In Kind Funding</b>		
Training (Some AQA accredited) – In Kind		£1,200
Venue Hire – In Kind		£5,500
Publicity - In Kind		£350
Other funding (please specify)	Applied for	Confirmed
<b>Total Project Income</b>		<b>£28,550</b>

**\*Shortfall will be covered by the partner organisations from their reserves**

### SECTION D: Terms & Conditions

By completing and signing this application form you will be accepting your project will be subject to the following terms and conditions:

1. The grant will only be spent on the purpose detailed in the application unless otherwise agreed in advance by the Council in writing.
2. On confirmation of the award you will receive an email confirming the final award amount, notification if supplementary documents are required and a bank form for immediate completion. Payment will only be made once this and any required supplementary documents are returned.
3. In exceptional circumstances, the grant can be withdrawn or withheld at the Council's discretion.
4. Any part of the grant that is not required for the purpose approved must be refunded to the Council.
5. Repayment of the grant can be required at the sole discretion of the Council if:

- The Council finds that any false information has been supplied to the Council;
  - the work undertaken is not the work for which the grant was approved (if the Council has not been informed of, and approved, these changes in accordance with point 1);
  - the grant has not been spent within one year unless otherwise agreed by the Council;
  - your organisation becomes insolvent or goes into administration, receivership or liquidation, and the grant has not already been spent on its intended purpose, or;
  - there is any other breach of any of the conditions in this form.
6. The grant is made on a 'one-off' basis and does not carry any commitment to future funding of the project.
  7. The grant cannot be made as "match" funding against any other Lewisham Council funded initiatives.
  8. The project shall be required to return a completed monitoring form and financial breakdown of how the grant was used at the end date of the project. Failure to do so will render the project ineligible for future grants. A template monitoring form will be forwarded to successful applications as part of the confirmation process.
  9. The project agrees to attend quarterly neighbourhood development partnership meetings to report back on the success of the project.
  10. The grant shall be specifically acknowledged within your annual accounts for the year in which it was received.
  11. The grant and Lewisham Council will be acknowledged in all printed materials that the organisation produces about your project, and acknowledged appropriately elsewhere.
  12. The Council / CCG may use your name in any publicity material.
  13. The Project shall comply with any legal obligations that may be relevant in order to carry out the scheme, such as planning, licensing, employment, health and safety, insurance and equal opportunities legislation.
  14. Receiving a grant from Lewisham Council does not constitute the grant of planning permission, or any other permission, and in no way prejudices future decisions of Lewisham Council or the Local Planning Authority. You must obtain all relevant permissions.
  15. Lewisham Council reserves the right to share the information you have provided with relevant parties (e.g. Charity Commission) where appropriate.
  16. Any Value Added Tax (VAT) payable by your organisation is your responsibility and Lewisham Council shall not be obliged to pay any additional amount.
  17. Lewisham Council requires all organisations signing for an award to hold the following documentation. By signing this form you hold the relevant documents for the project the Council are pledging against, and your organisation agrees to provide these to Lewisham Council if it is deemed necessary.

Required documents:

- Organisation's constitution or governing document.
- Equalities and Diversity policy and procedures.
- Public liability insurance.

Project specific documents:

- Health & safety policy.
- Volunteers' policy.
- Child protection and vulnerable adults safeguarding policy.
- Statement evidencing that all staff & practitioners are DBS checked to the required standards for the project being undertaken.
- Risk Assessment.



**DECLARATION**

*I the undersigned confirm the information given in this application is correct. The organisation is neither established for profit nor is conducted for profit. We will inform the relevant officer of Lewisham Council of any changes in the organisation's contact details or circumstances that would affect this application or the use of any grant relating to it. This declaration can be typed and sent in electronically*

Signed:



on behalf of the organisation Voluntary Services Lewisham

Name in block capitals: EVELYN BRADY

Position in the Organisation: CEO

Date: 04/09/2018

Funding awarded by the Public Health is subject to formal approval by the Executive Director for Community Services or Mayor and Cabinet depending on the value of the award.

Where the value of the project is over £5,000, payment will be made in two instalments: one initial payment followed by a second final payment on completion of the project and the return of satisfactory monitoring information.

Funded organisations must ensure that:

1. A bank account is in operation into which payment can be made, please note we will not pay into individual bank accounts.
2. All legal and insurance liabilities associated with the project are fulfilled.
3. Appropriate safeguarding measures are implemented such as DBS checks.
4. All projects are completed in 2020.
5. A completed monitoring form with appropriate information is provided at the end of the project. Failure to provide this will result in the organisation being ineligible for future Public Health funding.
6. All financial evidence, including receipts, is kept for at least two years after submission of monitoring information.

**For Completion by Officer upon successful application**

Documentation	Required Yes / No	Comments
Constitution / Terms of Reference	No	Already on file
Public Liability Insurance	No	Already on file
Health & Safety Policy	No	Already on file
Equal Opportunities Policy	No	Already on file
Risks Assessments	No	Already on file
Evidence of DBS Checks	Yes	For any new staff/volunteers not already on file