



**TO: MEMBERS AND SUBSTITUTES OF  
THE GRANT WORKING PARTY**

**(Copy to recipients of Grant Working  
Party Papers)**

**Our reference** CS  
**Your reference** N/A  
**Contact** Claire Skoyles  
**Direct Dial** 01284 757176  
**Email** [claire.skoyles@westsuffolk.gov.uk](mailto:claire.skoyles@westsuffolk.gov.uk)

7 November 2016

Dear Councillor

**ST EDMUNDSBURY GRANT WORKING PARTY - MONDAY 7 NOVEMBER 2016**

**Agenda Item 4: Consideration of Community Chest Funding 2017/2018  
(Report No: GWP/SE/16/003)**

In respect of the above agenda item, which is due to be considered at this evening's meeting of the Grant Working Party, the following appendices have been amended to rectify minor anomalies to applications that had been originally published with Grant Working Party agenda and papers:

**Appendix 30:** HomeStart Honington: Application distorted when printed. Revised version attached.

**Appendix 38:** Creative Arts East (Rural Touring Scheme) FHDC application published in error (amounts and details the same but wording slightly different). SEBC application attached.

**Appendix 40:** Creative Arts East (Our Day Out) FHDC application published in error (amounts and details the same but wording slightly different). SEBC application attached.

Yours sincerely

Claire Skoyles  
Democratic Services Officer  
HR, Legal and Democratic Services

**Karen Points** • Head of HR, Legal and Democratic Services  
**Tel** 01284 757015 • **Fax** 01284 757110  
**Email** [democratic.services@westsuffolk.gov.uk](mailto:democratic.services@westsuffolk.gov.uk)

West Suffolk House • Western Way • Bury St Edmunds • Suffolk • IP33 3YU  
[www.westsuffolk.gov.uk](http://www.westsuffolk.gov.uk)

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# Community Chest Application Summary 2017/2018

**AMENDED VERSION TO THAT ORIGINALLY PUBLISHED TO RECTIFY DISTORTION OF TEXT SHOWN IN ORIGINAL DOCUMENT**

Local Authority	St Edmundsbury Borough Council
Organisation	<b>Home-Start (Honington)</b>
Amount Requested	<i>£12,294</i>
Total Project Cost	<i>£12,294</i>
Match Funding	<i>£118,281</i>
Partnerships	We anticipate that we will work with the welfare services already active at the base and have a close working relationship with the Children's Centres across Mid and West Suffolk
West Suffolk Bid?	No

## Key Points

- Home-Start Mid Suffolk (HSMS) aims to give support to families who may be struggling to cope with a variety of challenges including post-natal illness, disability, isolation, the demands of parenting young children, bereavement or multiple births.
- We have been fortunate in securing funding from the Royal British Legion (TRBL) to set up and run 12 Stay and Play sessions for pre-school children and their parents, at RAF Honington to meet an identified need in the area.
- Funding is required to cover the salary of a Group Worker who will lead and plan the ongoing sessions, and to cover the costs of their time in supervising volunteers who will assist in the running of the group.
- Funding is also needed for cost of venue hire, refreshments, ongoing training for the volunteers e.g. safeguarding and travel costs for staff and volunteers.
- Project start: **January 2017**
- Project end: **Ongoing**

**St Edmundsbury Borough Council  
Community Chest Grant Application  
Form  
Part A**



Community Chest funding supports voluntary and community groups who make a contribution to improving the quality of life for people in West Suffolk. The information you provide will help us consider your application. If you have any questions, please give us a call on 01638 719763. Before completing this form, we ask you to please read the guidelines, which are available on:

<http://www.westsuffolk.gov.uk/community/community-grants.cfm>

Please return your completed, signed form and supplementary documents to:  
[richard.baldwin@westsuffolk.gov.uk](mailto:richard.baldwin@westsuffolk.gov.uk)

1. Name of your organisation(s):

Home-Start Mid/ West Suffolk

2. Organisation address details

Address Ln1	The Principal's House		
Address Ln2	Kerrison		
Address Ln3	Thorndon		
City/Town	Eye, Suffolk	Postcode	IP23 7JG
Main phone	01379 678552/ 224	E-mail	amanda@homestartmidsuffolk.org.uk
Website	<a href="http://www.homestartmidsuffolk.org.uk">www.homestartmidsuffolk.org.uk</a>		

Main Contact Person		Second Contact Person	
Title	Mrs	Title	Mrs
Forename	Amanda	Forename	Angela
Surname	Jacques	Surname	Dennis
Role	Scheme Manager	Role	Business Manager
Daytime Tel No.	01379 678224	Daytime Tel No.	01379 678552
Mobile No.	07540 282074	Mobile No.	
Email	amanda@homestartmidsuffolk.org.uk	Email	angela@homestartmidsuffolk.org.uk
Address Details (if different from Org address)		Address Details (if different from Org address)	
Ln1		Ln1	
Ln2		Ln2	
Town		Town	

Post Code		Post Code	
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### About your organisation

3. What local authority area(s) does your organisation work in?

Suffolk: St Edmundsbury, Forest Heath and Mid Suffolk
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\*Community Chest funding is offered by both Forest Heath and St Edmundsbury councils. As the decision making process is different any projects applying for funding across West Suffolk, must apply separately.

4. What is the status of your organisation?

Registered charity	✓	Charity number: 1127760
Applying for charitable status		
Company limited by guarantee	✓	Company number: 6674059
Community Interest Company		
Part of a larger regional or national charity (Please state which one)		Home-Start UK network although independent charity status
Constituted Community Group		
Social Enterprise		
Other (Please specify)		

5. How many people are involved in your organisation?

Management committee	5	Service users	
Full Time staff / workers	4	Volunteers and helpers (non-management)	55
Part Time staff / workers	3		

6. What is the purpose of your organisation? Please briefly describe why your organisation was set up, its aims and objectives and who primarily benefits from your organisation.

Home-Start Mid Suffolk (HSMS) aims to give support to families who may be struggling to cope with a variety of challenges including post-natal illness, disability, isolation, the demands of parenting young children, bereavement or multiple births. Many parents with whom Home-Start engages struggle to cope with everyday tasks, and this in turn leads to unhappy children, or children who become at risk. Our support helps to prevent these difficulties from escalating into crises, and crises from developing into family breakdown. We work to strengthen families by helping parents to help themselves: to become happier, more confident parents, fully engaged with their children. This in turn improves the health and welfare of the children.

We work by providing one-on-one support to families through our staff and volunteers, and through running Family Groups, which are designed to provide activities and support for children and parents, as well as to develop social networks and support groups within local communities. We achieve this through a team of over 50 trained volunteers selected for their experience/understanding of parenting, supervised and supported by staff co-ordinators. Each volunteer will visit a family in their home each week with co-ordinators supporting this work by regularly reviewing families, ensuring the level of support is appropriate and relevant in meeting the initial aims negotiated with the family. In addition we offer families who do not wish to have a home visiting volunteer, the opportunity to receive confidential, non-judgmental support through our weekly Family Group meetings, where they have the opportunity to speak in confidence to our Family Group

- 7 What was your organisation's total income for last financial year? £225,110
- 8 What was your organisation's total expenditure for last financial year?
- 9 Does your organisation have more than six months running costs? £214,858
- 10 What are your organisation's current unrestricted reserves or savings? £51,300

11 West Suffolk prioritises building resilient families and communities that are healthy and active. Please indicate which of the following areas your project contributes towards:

- A thriving voluntary sector and active communities who take the initiative to help the most vulnerable.
- People playing a greater role in determining the future of their communities.
- Improved wellbeing, physical and mental health.
- Accessible countryside and green spaces.

**About your project – why are you applying for this funding?**

12 What do you want the funding for? Please be specific. Please note that 'project' is meant to describe the project for which you are seeking funding, and not your organisation.

We have been fortunate in securing funding from the Royal British Legion (TRBL) to set up and run 12 Stay and Play sessions for pre-school children and their parents, at RAF Honington to meet an identified need in the area. These sessions include a focus such as messy play, healthy eating and getting the child and parents 'school ready'.

Initially we planned to offer the Stay and Play sessions over a 12 month period, however after discussions with family support staff at the Base it has become clear that a weekly support Group is needed. TRBL have agreed to this change and we now seek funding to extend the Group offering past this initial 12 week period.

Funding is required to cover the salary of a Group Worker who will lead and plan the ongoing sessions, and to cover the costs of their time in supervising volunteers who will assist in the running of the group. We have used our experience in running our Family Group in Bury to realise we need a dedicated Group Worker to manage the sessions rather than leave this entirely to volunteers. The Group Worker will then be the link to our family coordinators and can refer families to our one to one home visiting service if additional support is identified. This Group Worker support model has been used by us successfully in Stowmarket and Worlingworth.

Funding is also needed for cost of venue hire, refreshments, ongoing training for the volunteers e.g. safeguarding and travel costs for staff and volunteers. Our Lead Coordinator, Amanda will oversee this project so an element of her time is include in the costs for the project.

13. How has the project been developed out of the community's desire to improve the lives of local people? What evidence do you have that there is a need for this project? Please include sources of evidence, including any public/user/community consultation.

This project builds on a very successful project at Honington Primary School (2015). Here we used a storyteller and artist to work alongside children throughout the school to explore their feelings and experiences of regularly being moved to a new base and a new school. Through this we developed an excellent understanding of the needs of children and families on the Base. Additionally, we have used our experience in our long-running Group work at RAF Wattisham where there are similar issues. When developing the project we consulted Honington Primary School Base Welfare Officer, First Steps Nursery, Bluebells Children's Centre and the Base Youth Worker about needs and ways to address them, considering how to build on what exists. Additionally, we have feedback from families and teachers about the Honington Primary School project. We already receive referrals to support families on a one to one basis from Hive staff, Health Visitors and local Children's Centre. They have highlighted the needs faced by families on the base which include the feelings of isolation, poverty, and concerns about children's behavioural issues or development. Most families have been relocated away from their wider circle of support and children need additional emotional support concerning their parent's deployment. We are experienced in supporting families with these needs and we are a catalyst for additional support networks to develop outside the Group meetings. Part of TRBL funding is to provide training for volunteers from the base who will then be involved in supporting families either at the Group sessions or on a one to one basis via our home visiting service. We have already been approached by service personnel who would be willing to undertake such training so they can help and 'give something back' to others.

14 How will the project help local people to support one another?

We work to strengthen families by helping parents to help themselves. We help to build up the parent's confidence and introduce new ways to play and interact with their children. We will train local parents to assist our Group Worker in running the groups. There has already been an active interest shown in helping others and we will facilitate formal training. This means these volunteers will then support other parents and children who attend the Group.

We encourage parents who attend the Group to interact with other parents as well as their own children and many friendships are formed that carry on outside the weekly meetings. This encourages people to get involved with other parents and in the local community. We will work closely with the staff on the Base to ensure our support works alongside any other help that is available. We will signpost families to other support agencies eg Children's Centres, Health Visitors, and if required will encourage the parent to meet with one of our Home Visiting Volunteers.

15 Are you working with any other organisations on this project? **Yes**  
If yes, please state the names of these groups and the nature of the relationship.

We anticipate that we will work with the welfare services already active at the base and have a close working relationship with the Children's Centres across Mid and West Suffolk – some commission us to run Groups, eg, Little Stars play session at Stradbroke and Dads and Kids breakfast group at Stowmarket, we attend their advisory boards and they are our main referrer of families for home visits. We will work alongside SSAFA to promote our Group and one to one home visiting support. We will work with the RAF Honington Welfare Officer, Hive staff, Youth Club worker, and Nursery and Children's Centre to make sure people are aware of our project and refer families to us. We will also link in with Health Visitors. There are some existing meetings of families so we will

13 When will the project start?

January 2017

14 When will the project finish? **Ongoing**

If this is an ongoing project, how will it be funded and continue going when the funding ends?

Over the course of the year, we will work to make this support sustainable, through recruiting and training a network of local volunteers who will be available to support families. Central to our work with families is that we work to help families help themselves, by giving them the knowledge, skills and confidence to do this. The work that we do with families should therefore have a sustained impact.

As our funding streams start to come to a close we will look at funding available at that time to carry on with this project to fund our Group worker costs.

15 Which years funding are you applying for? 2017-18

16 How many people do you expect to benefit directly from the project on either a weekly, monthly or annual basis?

40 families annual basis

17 What results (including targets/numbers) do you expect to see as a result of the funding and how do these relate to the Community Chest funding criteria? If your project is health related how does it improve health outcomes for residents within community networks and beyond?

The principles for this project follow similar principles as Home-Start. The need categories we monitor are parenting skills, children wellbeing, parent's wellbeing and family management. Within these headings we support the families to make a plan of what they feel their family needs are. To look at different ways to address any problems. We always make sure these are realistic and achievable. The volunteers help to build self-esteem and confidence and offers emotional support. Within this we encourage the families to form wider links with the community and services around them so that they reduce their isolation and become a member of their community. These all support them to look at their well-being.

Part of the journey with the family the volunteers undertakes is supporting their emotional needs, this is offering a listening ear. The families often discuss their past and any barriers they feel they have to overcome. This is part of them moving forward. The volunteers are non-judgemental and look at the whole family needs

£12,294



19 What is the total cost of the project?

Please provide a full breakdown of the total cost of this project, including VAT if applicable along with any in-kind contributions such as volunteer hours.

<b>Item or activity</b>	<b>Cost (£)</b>
Honington Family Group:	
Group Worker salary costs	3,332
Scheme Manager salary costs	183
Home-Start preparation course costs for 5 new volunteers	1,612
On-going training contribution for volunteers and staff	350
Volunteer mileage	1,800
Marketing & equipment	2,200
Running costs	2,600
Home-Start fee for insurance, legal cover and organisation support	217
<b>Total cost of items listed above:</b>	<b>12,294</b>

20 How much funding are you applying to us for?

£12,294

21 What funds have you raised so far for this project?

<b>Source</b>	<b>Amount (£)</b>
This project comes under the banner of our pilot work in West Suffolk for the Stepping Stones Project. Stepping Stones is also funded by the Big lottery Reaching Communities Fund. Year 3 funding from the Big Lottery to be received in 2017-18	85,267
Community Chest main fund Bury St Edmunds and Forest Heath 2017-18	9,800
Royal British Legion	9,800
	13,414

<b>Total fundraising:</b>	118,281

22 What other funders have you applied to for further funding for the project?

<b>Funder</b>	<b>Amount (£)</b>	<b>Timescale for decision</b>
Raising the Bar	18,000	Applied Sep 16'
<b>Total:</b>	18,000	

23 What other grants and contracts has your organisation received over the past year from either Forest Heath District Council or St Edmundsbury Borough Council?

<b>Funder</b>	<b>Amount (£)</b>	<b>Reason for funding</b>
Forest Heath District Council St Edmundsbury Borough Council	13,250 13,250	Home-visiting service in West Suffolk Districts
<b>Total:</b>	26,500	



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# Community Chest Application Summary 2017/2018

AMENDED VERSION TO THAT ORIGINALLY PUBLISHED TO RECTIFY REFERENCES TO FOREST HEATH DISTRICT COUNCIL

Local Authority	St Edmundsbury Borough Council
Organisation	<b>Creative Arts East (Rural Touring Scheme)</b>
Amount Requested	<i>£8,000 over two years: Yr1 - £4,000; Yr2 - £4,000</i>
Total Project Cost	£17,110
Match Funding	Arts Council England National Portfolio funding: £510 In-kind volunteer event management time: £7,200 Suffolk County Council: £1,400
Partnerships	Partner promoting groups identified above – delivery partners Suffolk Libraries Service – funder and delivery partner Creative People Places project 'Market Place' – delivery partner Arts Council England – funder and creative stakeholder Pub is the Hub – strategic partner Suffolk County Council – funder and strategic partner National Rural Touring Forum – strategic partner Suffolk Cinema Network – delivery partner British Film Foundation – strategic partner and funder
West Suffolk Bid?	Yes

## Key Points

- Creative Arts East focuses on engaging those communities or its members who face geographical, physical or other barriers to participating in the cultural life of their area in high quality, stimulating arts and cultural activities.
- Creative Arts East Live! is a rural touring scheme which aims to provide memorable, uplifting and enjoyable live performance experiences that enrich community life and provide a focus for shared celebration.
- Project start: **April 2017**
- Project Start: **March 2019**

**St Edmundsbury Borough Council  
Community Chest Grant Application Form  
Part A**

Community Chest funding supports voluntary and community groups who make a contribution to improving the quality of life for people in West Suffolk. The information you provide will help us consider your application. If you have any questions, please give us a call on 01638 719763. Before completing this form, we ask you to please read the guidelines, which are available on:  
<http://www.westsuffolk.gov.uk/community/community-grants.cfm>

Please return your completed, signed form and supplementary documents to:  
[richard.baldwin@westsuffolk.gov.uk](mailto:richard.baldwin@westsuffolk.gov.uk)

1. Name of your organisation(s):

Creative Arts East

2. Organisation address details

Address Ln1            19 Griffin Court  
Address Ln2            Market Street  
Address Ln3  
City/Town              Wymondham Postcode NR18 0GU  
Main phone 01953713390            E-mail [enquiries@creativeartseast.co.uk](mailto:enquiries@creativeartseast.co.uk)  
Website [www.creativeartseast.co.uk](http://www.creativeartseast.co.uk)

Main Contact Person	Second Contact Person
Title Ms	Title Ms
Forename Natalie	Forename Elly
Surname Jode	Surname Wilson
Role Executive Director	Role Project Portfolio Manager
Daytime Tel No. 01953713396	Daytime Tel No. 01953713395
Mobile No.	Mobile No.
Email <a href="mailto:Natalie@creativeartseast.co.uk">Natalie@creativeartseast.co.uk</a>	Email <a href="mailto:elly@creativeartseast.co.uk">elly@creativeartseast.co.uk</a>

**About your organisation**

**3. What local authority area(s) does your organisation work in?**

Across all of Norfolk and parts of Suffolk including Forest Heath, St Edmundsbury, Mid Suffolk and Babergh

\*Community Chest funding is offered by both Forest Heath and St Edmundsbury councils. As the decision making process is different any projects applying for

funding across West Suffolk, must apply separately.

#### **4. What is the status of your organisation?**

Registered charity Charity number: 1040321  
Company limited by guarantee Company number: 2960157

#### **5. How many people are involved in your organisation?**

Management committee 8  
Service users 58,000+  
Full Time staff / workers 4  
Volunteers and helpers (nonmanagement) 500+  
Part Time staff / workers 4

#### **6. What is the purpose of your organisation? Please briefly describe why your organisation was set up, its aims and objectives and who primarily benefits from your organisation.**

**Our Vision:** Culturally vibrant, connected and motivated rural communities

**Our Mission:** To improve community life through the creative use of the arts Creative Arts East focuses on engaging those communities or its members who face geographical, physical or other barriers to participating in the cultural life of their area in high quality, stimulating arts and cultural activities.

We work across Norfolk, Suffolk and the wider eastern region and we achieve our mission through regular activities - Creative Arts East Live!, a rural touring scheme for professional live performance events, and Village Screen, a touring cinema scheme for rural communities, and a wide portfolio of projects that involve people in cultural education, that improve health and well-being and that assist in the development of community volunteers.

#### **7. What was your organisation's total income for last financial year?**

£440,931

#### **8. What was your organisation's total expenditure for last financial year? £440,664**

#### **9. Does your organisation have more than six months running costs? No**

#### **10. What are your organisation's current unrestricted reserves or savings? £30,134**

#### **11. West Suffolk prioritises building resilient families and communities that are healthy and active. Please indicate which of the following areas your project contributes towards:**

- A thriving voluntary sector and active communities who take the initiative to help the most vulnerable.

- People playing a greater role in determining the future of their communities.
- Improved wellbeing, physical and mental health.

### **About your project – why are you applying for this funding?**

#### **12. What do you want the funding for? Please be specific. Please note that 'project' is meant to describe the project for which you are seeking funding, and not your organisation.**

Creative Arts East LIVE! is a rural touring scheme which aims to provide memorable, uplifting and enjoyable live performance experiences that enrich community life and provide a focus for shared celebration.

Suffolk Cinema Network is a community cinema scheme providing rural communities with access to quality film screenings in community venues.

Both of these schemes operate throughout the county and in partnership with local volunteers, empowering local people to take the lead in the cultural provision of their area and supporting them to host high quality and affordable arts events, within easy travelling distance of their homes.

Creative Arts East provides expertise, training, marketing support and financial subsidy to voluntary groups so that they can select and promote local, regional, national and international performance artists, alongside Hollywood, archive, family and world cinema releases in local venues that are welcoming and accessible.

We are seeking local authority funding to support the continuation of these schemes across the Forest Heath district over the next two years, aiming to support and subsidise events to take place in village halls, pubs, schools and outdoor spaces and to train and support local volunteers to lead and manage these events.

Volunteers will be supported through ongoing administrative, programming and event marketing support provided by the Creative Arts East team; bursaries to encourage them to travel locally and nationally to raise their skills and confidence in programming, marketing or event management; and dedicated training sessions which will bring volunteers from across the scheme together to network, share learning and see firsthand the opportunities on offer for them to champion within their own communities.

#### **13. How has the project been developed out of the community's desire to improve the lives of local people? What evidence do you have that there is a need for this project? Please include sources of evidence, including any public/user/community consultation.**



The CAE Live! rural touring scheme is popular amongst Norfolk's & Suffolk's rural communities. Over the last 3 years in Forest Heath alone we have partnered over 8 community groups to host over 28 professional performances to an audience of 1800+. Across the entire region we support approx. 90 live events, partner 40+ voluntary groups and reach over 30,000 audience members. This does not presently happen in St Edmundsbury, although SCN does support 4 cinema promoting groups in the area, screening approximately 16 titles per year to an audience of 400+.

We believe that, in partnership with West Suffolk, Arts Council and the BFI, we can extend live performance and reinvigorate community cinema in the borough.

Current / previous promoters include (current\*):

Mason Arms  
Stansfield Village Hall  
White Horse Inn  
Thurston Library \*  
Elmswell Library \*  
Stansfield Village Hall \*  
Fornham All Saints \*  
Stanton Village Cinema \*  
  
Great Barton Film Night \*

Beneficiaries say:

"We would never have achieved the success we have without the help of CAE, bringing us such quality professional acts at affordable fees..." Promoter

"Really enjoyed this would like to see more live theatre" *Audience Member*

"Great value for money!" *Audience Member*

"We were really impressed with this workshop. The children loved being involved." *Audience Member*

"Without SCN we would not have a village cinema because we relied on their equipment in our early days. Now it keeps us informed about initiatives, funding, special seasons etc which have helped us to develop and improve our village cinema" Promoter

"Thank you very much for organising last night's members' meet up and making it so interesting and enjoyable. In future we hope that belonging to the Network might encourage us to show some more interesting films and also to have non-film programmes such as live theatre." Promoter

#### **14. How will the project help local people to support one another?**

The rural touring model has at its core a commitment to supporting the residents within rural and disadvantaged communities to improve their own lives and those of their friends and neighbours. This is achieved by placing community volunteers in the driving seat to:

- take a proactive lead in the cultural provision available locally,
- provide opportunities for greater connections between residents, including those more frail or isolated individuals,
- make greater use of community assets,
- build the social capital within the community such as developing transferable skills in ICT, budgeting and fundraising.

This project will support the development of the social fabric of communities within the borough, in particular by engaging older residents in meaningful and confidence-building volunteering experiences which draw on or develop new skills within them, and it will also reach some of the most vulnerable or isolated residents by providing local, affordable and uplifting cultural experiences which they would otherwise not have access to or awareness of.

Access to this provision will give the beneficiaries an increased sense of community connection by the gathering neighbours in local venues to see live performance and film and most importantly have a cup of tea, find out how each other are and make links between residents who can support one another in the longer term. Many will also have an increased sense of wellbeing as a result of their experience which will contribute to one or more of the 5 ways to wellbeing - connect, be active, take notice, learn, give.

Importantly, some of these locally-run but nationally-toured events will also contribute to essential cultural and extra-curricular educational activities for children and young people across the district and we will continue to position events and other opportunities in those areas of highest childhood poverty.

**15. Are you working with any other organisations on this project? Yes**

If yes, please state the names of these groups and the nature of the relationship.

Partner promoting groups identified above – delivery partners  
Suffolk Libraries Service – funder and delivery partner  
Creative People Places project 'Market Place' – delivery partner  
Arts Council England – funder and creative stakeholder

Pub is the Hub – strategic partner  
Suffolk County Council – funder and strategic partner  
National Rural Touring Forum – strategic partner  
Suffolk Cinema Network – delivery partner  
British Film Foundation – strategic partner and funder

**16. When will the project start?** April 2017

**17. When will the project finish, or is the project ongoing?** March 2019

**18. Which years funding are you applying for?** 2017-18 & 2018-19

**19. How many people do you expect to benefit directly from the project on either a weekly, monthly or annual basis?** 1200

**20. What results (including targets/numbers) do you expect to see as a result of the funding and how do these relate to the Community Chest funding criteria? If your project is health related how does it improve health outcomes for residents within community networks and beyond?**

Feedback from audiences and promoters across the schemes in total shows:

- on average audiences came from within a 9 mile radius, proving that these events really are made for and by the communities in which they are held;
- 86% of audiences members rated value and experience as very good;
- 83% of audience members rate quality as very good;
- 56% of those surveyed said they would not have attended the event if it had not been local to them;
- 73% counted themselves as new audience members.

Outputs for 2017-19:

At least:

1200 residents engaged as audience members for live performance;  
30 volunteering instances supported;  
18 community-led events;  
6 volunteer training events;  
2 bursary supported volunteer development opportunities

Outcomes for 2017-19:

Based on the 5 Ways to Wellbeing (Connect, Be Active, Take Notice, Keep Learning and Give)

At least:

70% of surveyed attendees feel an increased sense of community connection as a result of having attended/participated  
70% of surveyed attendees feel an increased sense of personal wellbeing as a result of having attended/participated  
70% of surveyed attendees feel these activities contribute to a stronger and more active community  
80% of surveyed audience members think the quality is very good

80% of surveyed audience members think the 'value for money' is very good.

**21. What is the total cost of the project? £17,110**

Please provide a full breakdown of the total cost of this project, including VAT if applicable along with any in-kind contributions such as volunteer hours.

Contribution to:

Salaries and associated costs inc.

NIC/CPD/expenses: **5568**

£1034 per year x 2 for Live performance

£1750 per year x 2 for Cinema

Programming costs – artistic fees,  
equipment maintenance, etc: **2400**

£1000 per year x 2 for Live performance

£200 per year x 2 for Cinema

Marketing costs: printed fliers,  
website, corporate information, etc:

**442**

£21 per year x 2 for Live performance

£200 per year x 2 for Cinema

Administration and Building costs:

**1500**

£200 per year x 2 for Live performance

£550 per year x 2 for Cinema

Event Management Costs: **7200**

£400 per year x 2 for Live performance

£3200 per year x 2 for Cinema

**Total cost of items listed above: 17110**

**22. How much funding are you applying to us for? £8,000**

**23. What funds have you raised so far for this project?**

<b>Source</b>	<b>Amount (£)</b>
Arts Council England National Portfolio funding	510
In-kind volunteer event management time	7200

**24. What other funders have you applied to for further funding for the project?** None

**25. What other grants and contracts has your organisation received over the past year from either Forest Heath District Council or St Edmundsbury Borough Council?**

Forest Heath Community Chest: £3000  
Rural Touring costs

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# Community Chest Application Summary 2017/2018

AMENDED VERSION TO THAT ORIGINALLY PUBLISHED TO RECTIFY REFERENCES TO FOREST HEATH DISTRICT COUNCIL

Local Authority	St Edmundsbury Borough Council
Organisation	<b>Creative Arts East (Our Day Out)</b>
Amount Requested	<i>Yr1 - £16,830; Yr2 - £16,830</i>
Total Project Cost	£35,860
Match Funding	£2,200
Partnerships	Various organisations: Suffolk Family Carers, Norfolk and Suffolk Dementia Alliance, Abbeygate Picturehouse and many more.
West Suffolk Bid?	No

## Key Points

- Our Day Out (ODO) is a unique programme for rurally isolated elders, with a particular focus on those living with early to mid stage dementia.
- The project is aimed at improving wellbeing by reinvigorating beneficiaries' engagement with quality arts and evaluating the impact of regular creative engagement within this group. The programme provides opportunities for elderly beneficiaries to engage with creativity through participatory monthly creative sessions delivered by skilled and professional artists from across the country in sessions of 2-3 hours each.
- Project start: **April 2017**
- Project end: **March 2019**

**St Edmundsbury Borough Council  
Community Chest Grant Application Form  
Part A**

Community Chest funding supports voluntary and community groups who make a contribution to improving the quality of life for people in West Suffolk. The information you provide will help us consider your application. If you have any questions, please give us a call on 01638 719763. Before completing this form, we ask you to please read the guidelines, which are available on:  
<http://www.westsuffolk.gov.uk/community/community-grants.cfm>

Please return your completed, signed form and supplementary documents to:  
[richard.baldwin@westsuffolk.gov.uk](mailto:richard.baldwin@westsuffolk.gov.uk)

1. Name of your organisation(s):

Creative Arts East

2. Organisation address details

Address Ln1            19 Griffin Court  
Address Ln2            Market Street  
Address Ln3  
City/Town              Wymondham Postcode NR18 0GU  
Main phone 01953713390            E-mail [enquiries@creativeartseast.co.uk](mailto:enquiries@creativeartseast.co.uk)  
Website [www.creativeartseast.co.uk](http://www.creativeartseast.co.uk)

Main Contact Person	Second Contact Person
Title Ms	Title Ms
Forename Natalie	Forename Elly
Surname Jode	Surname Wilson
Role Executive Director	Role Project Portfolio Manager
Daytime Tel No. 01953713396	Daytime Tel No. 01953713395
Mobile No.	Mobile No.
Email <a href="mailto:Natalie@creativeartseast.co.uk">Natalie@creativeartseast.co.uk</a>	Email <a href="mailto:elly@creativeartseast.co.uk">elly@creativeartseast.co.uk</a>

**About your organisation**

**3. What local authority area(s) does your organisation work in?**

Across all of Norfolk and parts of Suffolk including Forest Heath, St Edmundsbury, Mid Suffolk and Babergh

\*Community Chest funding is offered by both Forest Heath and St Edmundsbury councils. As the decision making process is different any projects applying for



funding across West Suffolk, must apply separately.

#### **4. What is the status of your organisation?**

Registered charity Charity number: 1040321  
Company limited by guarantee Company number: 2960157

#### **5. How many people are involved in your organisation?**

Management committee 8  
Service users 58,000+  
Full Time staff / workers 4  
Volunteers and helpers (nonmanagement) 500+  
Part Time staff / workers 4

#### **6. What is the purpose of your organisation? Please briefly describe why your organisation was set up, its aims and objectives and who primarily benefits from your organisation.**

**Our Vision:** Culturally vibrant, connected and motivated rural communities

**Our Mission:** To improve community life through the creative use of the arts Creative Arts East focuses on engaging those communities or its members who face geographical, physical or other barriers to participating in the cultural life of their area in high quality, stimulating arts and cultural activities.

We work across Norfolk, Suffolk and the wider eastern region and we achieve our mission through regular activities - Creative Arts East Live!, a rural touring scheme for professional live performance events, and Village Screen, a touring cinema scheme for rural communities, and a wide portfolio of projects that involve people in cultural education, that improve health and well-being and that assist in the development of community volunteers.

#### **7. What was your organisation's total income for last financial year?**

£440,931

#### **8. What was your organisation's total expenditure for last financial year? £440,664**

#### **9. Does your organisation have more than six months running costs? No**

#### **10. What are your organisation's current unrestricted reserves or savings? £30,134**

#### **11. West Suffolk prioritises building resilient families and communities that are healthy and active. Please indicate which of the following areas your project contributes towards:**

- Improved wellbeing, physical and mental health

**About your project – why are you applying for this funding?**

**12. What do you want the funding for? Please be specific. Please note that 'project' is meant to describe the project for which you are seeking funding, and not your organisation.**

Our Day Out (ODO) is a unique programme for rurally isolated elders, with a particular focus on those living with early to mid stage dementia.

The project is aimed at improving wellbeing by reinvigorating beneficiaries' engagement with quality arts and evaluating the impact of regular creative engagement within this group. The programme provides opportunities for elderly beneficiaries to engage with creativity through participatory monthly creative sessions delivered by skilled and professional artists from across the country in sessions of 2-3 hours each.

Results from an original pilot scheme initiated for and run across Breckland in 2015-16 demonstrated that the wellbeing of participants increased by 44% as a result of their participation against the Warwick Edinburgh Mental Wellbeing Scale (WEBWMS).

In consultation with Family & Community Officers at West Suffolk Council and the Dementia Action Alliance Group, we are applying to pilot 2 years of a similar programme for 2 groups in St Edmundsbury.

The activity programme will evolve in line with beneficiary evaluation, however activity is likely to include digital music-making, African drumming, choral work, classic and contemporary dance, museum visits, archive film and event cinema screenings.

We will work with a number of high quality local artists alongside nationally and internationally renowned companies, who have emerging or long-standing track records in working with this client group, and we will support their development through dedicated training and CPD.

We will closely monitor participants' enjoyment of the sessions and also their wellbeing as a result of participation. Based on consultation with existing programme participants our approach to evaluation, monitoring and progression mapping will be simple and clear, conducted via a range of structured 1:1 conversations, formal feedback forms and photographic documentation, allowing all beneficiaries, whatever their abilities, to recognise and articulate what they have gained from taking part.

**13. How has the project been developed out of the community's desire to improve the lives of local people? What evidence do you have that there is a need for this project? Please include sources of evidence, including any public/user/community consultation.**

*'More than 800,000 people in the UK are living with dementia, with numbers expected to rise to 1 million by 2025. The cost in the UK to the NHS, local authorities and families is set to rise to £27 billion by 2018.'* Alzheimer's

*“There is increasing evidence that participation in arts projects can help to maintain quality of life for sufferers and carers alike.” Journal of Dementia Care Vol. 21*

This scheme will support the notion of ‘dementia-friendly’ that West Suffolk Family and Community Officers, with whom we have consulted, are trying to progress in west Suffolk.

Similarly, the original ODO pilot was established from Breckland Council’s concern to address the increasing dementia diagnosis rates and transitions into social services care within their area. Consequently, the model for the programme, its referral approach and resulting group structures, are based on guidance from AgeUK, Admiral Nurses and local authority partners. These partners believe that ODO is an innovative scheme which complements existing dementia-provision by providing referral routes to those for whom existing services are not the right arena and/or who are not presently accessing any external, social experiences.

During the pilot we supported 407 creative engagements for vulnerable older people, at an average of 27 people per month over 3 groups. Quotes from participants include:

“[I am] accepted with having dementia”  
“[I am] learning to mix with others in similar circumstances”  
“[It] helps to fill your life experiences and takes away worries”  
“These sessions are essential to our wellbeing”

Based on our experiences at several dementia-led conferences we find that there is nothing else like this provision within the community. Moreover, our intentions link directly into Priority 2 of West Suffolk Council’s Strategic Plan to build “resilient families and communities that are healthy and active.”

#### **14. How will the project help local people to support one another?**

An important element of the ODO programme is the increased social connectedness that participants experience as a result of their participation. Previous participants have told us that these sessions enable them to make new friends and build connections outside of the programme which supports them to feel more confident to attend different events and social occasions.

94% of previous participants said this activity supported them to feel less isolated or maintain their connectedness. 66.7% are more connected to their immediate community than before these sessions.

The peer to peer support that is created as a result of the programme is a valuable element. Although this is not a programme of respite for the carer, it does enable carers to meet others in similar situations and share learning and concerns. However, there is also a strong emphasis on reigniting the connection between carer and cared for and we achieve this by ensuring that the activities are accessible for every person in attendance, in turn enabling

loved ones to work together, find new topics of conversation and areas of shared interest. Participants have told us that this means that they have things to talk about at home and with their wider family, which was not always the case before.

The longer-term strategy for sustaining this programme with continued investment would be to build in a volunteering element for the management of sessions and this is something that we will begin to do with our existing ODO groups in Norfolk, having now established regular and socially connected groups in this area after 18 months – 2 years. This element will further support the social connections of our participants, enabling them to access a wider network of support within their community and we would like to mirror this approach for our work in St Edmundsbury.

**15. Are you working with any other organisations on this project? Yes**

If yes, please state the names of these groups and the nature of the relationship.

Existing programme consultation and referral partners:

- Norfolk and Suffolk Dementia Alliance
- Age UK
- Arts 4 Dementia
- West Suffolk Council

Anticipated programme consultation and/or referral partners:

- Suffolk Family Carers
- Gatehouse
- Dementia UK
- Synergy cafes in West Suffolk
- Public Health (SCC)
- Alzheimers Society
- CCG
- Day Care Centres
- Admiral Nurses
- Aging with Optimism

Arts deliverers are likely to include:

- Rojo Arts
- Green Candle Dance Company
- Dance East
- Milk Maid Folk Club
- East Anglian Music Trust
- West Suffolk College Conservatoire
- Suffolk Museum Service
- Suffolk Cinema Network
- East Anglian Film Archive
- Abbeygate Picturehouse

**16. When will the project start?** April 2017

**17. When will the project finish, or is the project ongoing?** March 2019

If this is an ongoing project, how will it be funded and continue going when the funding ends?

We are applying for a two year pilot project, which we hope will lead onto a longer-term initiative for the area. During this pilot period we will evolve the programme and seek ways to source new investment and/or reduce costs by:

Enabling local volunteers to support the programme

Applying for additional, long term investment from stakeholders including:

- Suffolk Community Foundation
- CCG
- Public Health (SCC)
- Participant Payment
- West Suffolk Community Chest

**18. Which years funding are you applying for? 2017-18 & 2018-19**

**19. How many people do you expect to benefit directly from the project on either a weekly, monthly or annual basis?**

We would aim to work with up to 16 participants per group per month, however based on our previous experience, recruitment will fluctuate, beginning with small numbers and experiencing multiple drop out numbers throughout the programme lifetime. On this basis we estimate attendance to be:

96 individual engagements in year 1

176 individual engagements in year 2

Totalling: 272 individual engagements by 30-40 different people

**20. What results (including targets/numbers) do you expect to see as a result of the funding and how do these relate to the Community Chest funding criteria? If your project is health related how does it improve health outcomes for residents within community networks and beyond?**

We will place a strong focus on rigorous data collection and monitoring to ensure that our work is outcomes focused and we will utilise a range of qualitative and quantitative methods to gather data including 1:1 conversations, feedback questionnaires and delivery staff observations.

All beneficiaries will be monitored through self-assessment to understand the impact of the programme on their wellbeing and skills development. We will place a priority on the ONS4 questions around wellbeing, an established framework for measuring wellbeing, alongside a selection of additional indicators set by each participant which relates to their own assessment of positive and negative wellbeing outcomes. These will be established at a benchmarking stage in the first two months of participation.

These generic and bespoke questions will be monitored quarterly and upon completion of the programme by each individual.

As a result of the work, participants will have an increased sense of self- and artistic- confidence and this is likely to translate into an interest in and ability to

access other community-based provision and services (arts activities, day centre facilities, other health and social care services which would enable them to live better for longer within their communities). They will experience a decrease in feelings of isolation through an opportunity to build stronger, wider social networks which can act as robust support mechanisms within their local community.

Specifically, as a result:

We will support at least 270 individual engagements in the programme;

30% of participants will demonstrate an increase in their wellbeing

30% of participants are more likely to seek out other arts and cultural experiences

70% will feel less isolated or maintained their connectedness to their local community

80% of participants will have enjoyed the sessions

## **21. What is the total cost of the project? £35,860**

Please provide a full breakdown of the total cost of this project, including VAT if applicable along with any in-kind contributions such as volunteer hours.

### **Item or activity**

Creative programme and practitioner costs @ £300 per session x 24 months x 2 groups: **14400**

Venue hire @ £40 per session x 24 months x 2 groups: **1920**

Session refreshments @ £5 per session x 24 months x 2 groups: **240**

Skills development and CPD costs @ £600 per group x 2 groups \* : **1200**

Project Management @ £200 per day x 20 days: **4000**

Session Delivery Officer @ £150 per half day x 48 half days: **7200**

Project Assistance @ £75 per half day x 48 half days: **3600**

Senior Management Support @ £250 per day x 4 days \* : **1000**

Contribution to overheads @ 13% of delivery costs: **2300**

**Total cost of items listed above: 35,860**

## **22. How much funding are you applying to us for? £33,660**

### **23. What funds have you raised so far for this project?**

#### **Source**

Skills development and CPD costs @ £600 per group x 2 groups will be supported through secured funds from Spirit of 2012: **1200**

Senior Management Support @ £250 per day x 4 days will be supported through secured Arts Council NPO funds: **1000**

**Total fundraising:** 2200

### **24. What other funders have you applied to for further funding for the project?**

We aim to approach the Dementia Friendly Communities Fund issued by Suffolk Community Foundation in the next month (deadline 28<sup>th</sup> October). If we are successful to this fund this will reduce the amount required from St Edmundsbury for this programme: **3000**

**Total:** £3000 January 2017 (TBC)

### **25. What other grants and contracts has your organisation received over the past year from either Forest Heath District Council or St Edmundsbury Borough Council?**

Forest Heath Community Chest: £3000 Rural Touring costs

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