

APPLICATION FORM FOR GRANT 24/25

Please read the policy on pages 1, 2 and 3 **before** filling in the form.

1. Name/Address of Organisation:

Triton BJJ Weymouth
14 Cambridge Road
Granby Industrial Estate
Weymouth
DT3 9TJ

Name of person making the application: Mark Stephenson

Position in organisation: Chairman

Contact phone number: Provided

Email address: Provided

About Your Organisation

2. Does your organisation:

| | |
|--|-----|
| Have its own bank account, which requires two unrelated people to authorise cheques and make withdrawals? | Yes |
| Have at least three members on its management committee | Yes |
| Have a constitution, terms of reference or set of rules (<i>please contact for help with this if needed</i>) | Yes |
| Have paid employees | No |
| Recruit and train volunteers? | Yes |

3. Are you a registered charity? Yes/No: No

If so, please give your charity number: N/A

4. Is your organisation part of, or affiliated to, a larger organisation?

If so, which: UKBJJA as the governing body

5. Aims and objectives of your organisation; What does your organisation do and how does it benefit the residents of Weymouth?

We are a non-profit, committee lead Brazilian Jiu Jitsu club in Weymouth. We aim to provide a clean and safe training environment for our members and the wider community and deliver high quality Brazilian Jiu Jitsu classes.

All of our instructors have enhanced DBS checks, NSPCC safeguarding training and are in the process of becoming first aid qualified. We have elected a club welfare officer to ensure we fulfil our duty of care towards our members and are an inclusive club, open to people of all ages, backgrounds and orientations.

We have been open for just over a year now and have grown to over 45 regular members in that time. We now provide children's classes from aged 5 and have begun teaching in local schools, with scope to grow this program in the next school year. In addition to our regular members, our school class has up to 25 members and we hosted our first free school event where we hosted over 30 children from 4 local primary schools for an afternoon introduction to Jiu Jitsu

We have moved to a large venue on the Granby Industrial estate and use the space not only for Jiu Jitsu, but as it is a large matted area, also rent it out to toddler groups such as Gym Tots, so that children as young as 1 can benefit from the space and the club.

6. Where does your organisation meet? 14 Cambridge Road, Granby Industrial Estate, Weymouth, DT3 9TJ

7. How often do you meet? 8 classes per week

8. How many members does your organisation have? 45

9. How many people will benefit from this funding? Up to 150

10. How many of these are Weymouth Town Council area residents? 95%

11. How much funding are you applying for? £3000

12. What is the total cost of your project? £3215

NOTE: Weymouth Town Council will only approve allocations up to £5,000 in exceptional, urgent circumstances that are clearly detailed in question 15, with regard to the information in Policy point 6.

13. Briefly describe the project or purchase you would like the funding for:

Currently access to the mats means going through the male changing rooms, and our female changing room doubles up as the storeroom for soft play equipment.

The largest portion of the funding would be used to split the large male changing room into two rooms, which also gives access to the mates without going through any changing rooms.

This improves our changing facilities for our female members and means children and ladies do not have to walk through the male changing rooms to go to and from the mats.

The second portion of the funding is to install a sink and cabinets to provide drinking water for members and storage for cleaning products.

14. Which of the Council's priorities does the project contribute to?

- Improve the wellbeing of the people of Weymouth.
- Manage the Council's assets and resources responsibly and transparently.
- Manage the Council's services effectively to meet the needs of the communities we serve.
- Work to become greener and cleaner in our activities as well as supporting our communities and partners to be as green as possible.
- Promote opportunities for economic success of the area.
- Strive for continuous improvement and service development.
- Work with partners to deliver our core values and strategy.

15. If your application is for between £3,000 and £5,000 please give full details of the **exceptional circumstances** relating to your request. Please see policy point 6 for examples of what constitutes exceptional circumstances

16. How will you spend the money you are applying for? Please remember that Weymouth Town Council do not normally give grants for running costs unless associated with a specific project:

| Item | Amount |
|---|-----------------|
| Form new metal stud partitions in side room. Forming separate male and female changing areas. Plasterboarded and skimmed both sides. Install new door frames and ply flush doors, architraves and associated ironmongery. Partitions to be insulated to prevent sound transfer. Adapt suspended ceilings and provide new ceiling tiles where necessary. Remove all rubbish from site. | £1948.00 |
| Supply and fit Howdens kitchen base units to reception area. Including new sink and worktop. To form new tea bar/ handwashing facilities for the gym. Connect new water heater and run new waste pipe. | £1267.00 |
| Total | £3215.00 |

17. How else are you funding your project? Include grants from other organisations, fund raising and existing reserves:

| Source | £ | Confirmed? |
|-------------------|------------|------------|
| Existing reserves | 215 | Yes |
| | | |
| | | |
| | | |
| Total | 215 | Yes |

18. How will the funding benefit the community or residents of Weymouth?

The funding will cover facilities improvement cost for a non-profit Brazilian Jiu Jitsu club in Weymouth. Jiu Jitsu has great physical and mental benefits and provides a safe, clean and friendly space for people of all ages to learn martial arts.

We plan to grow our adult and kids classes, as well as teaching in more schools over the next year so that more people can enjoy the benefits of Brazilian Jiu Jitsu.

19. If your project focusses on a particular area of Weymouth, please give the name of the Councillor who is supporting your application?

Councillor Matt Bell

20. How do you know that the groups you work with, or the local community, want this project to take place? Please detail any consultation undertaken:

Requests from members and parents.

21. How will this funding lead to greater self-sufficiency and lessen the need for future applications?

We intend to be in this venue long-term and do not anticipate any other large facilities upgrades in the future, other than general maintenance

22. Weymouth Town Council declared a Climate and Ecological Emergency in 2019 and is keen to ensure that environmental impact reduction and opportunities for environmental enhancement are mainstreamed through its work.

How will this project help improve the environment and what mitigation measures will be put in place to limit environmental impacts such as use of single use plastics, waste generation, sustainable travel, reducing energy usage?

N/A

23. How is your organisation normally funded? Not applicable to new organisations:

Membership Fees

24. What are your current/planned subs/fees/charges?

Adult membership - £60 per month
Blue light Discount - £54 per month
Junior membership - £50 per month
Concessionary membership - £40 per month
Kids Membership - £35 per month
PAYG - £12 per session, blocks of 10 sessions available for £100

25. The Council wishes to ensure that its limited grant budget goes to help those most in need. The Council will not normally fund events or activities for which a charge is made e.g. tickets for a dinner or a fee to attend a club. If it is intended to have a charge, please let us know how much people will be charged to access this project and what steps are to be put in place to ensure as many people as possible from Weymouth are able to access the project.

If a surplus is to be made please detail how and when these funds will benefit the communities in Weymouth:

Surplus will be reinvested into the club and growth of our kids and schools programs.

26. Have you applied for any other funds/grants towards the cost of this project or purchase? Please include details below:

N/A

27. What fund raising activities took place in the **last** 12 months and what fund-raising activities are planned for the **next** 12 months, if any?

Ambition to find sponsorship in light of making the club more accessible.

28. Anticipated income/expenditure for the next 12 months?

Total income (forecast) - £32,383.56

Total expenditure (forecast) – £30,292.54

Surplus - £2,091.02

29. Details of any grants or financial support received from local authorities including Weymouth Town Council in the past three years with dates:

£2,801.62 from Weymouth Town Council

30. Grants from non-local authority sources in the last three years with dates, if you have any:

N/A

31. Has the project that you want the funding for already happened? No

32. Will you be passing the funding on to any other groups (except to pay for goods and services)? No

33. If the funding is for security measures do you have the support of the local police and/or crime reduction officer?

Not applicable

34. If the funding is for work with vulnerable adults or children, do you have the support of either Adult Social Care or Children's Services at Dorset Council?

Not applicable

Please give us details of the bank account that the grant should be paid into if approved (this cannot be a building society passbook account):

Name of Account: Provided

Account number: Provided

Sort Code: Provided

Please ensure you have read the policy on pages 1 - 3 before signing the form.

Checklist (please tick the appropriate boxes)

Have you submitted the following?

- A copy of your most recent accounts (not more than 12 months old);
- Your most recent bank account statement & details of any other investments/savings (not more than 3 months old);
- A copy of your constitution / terms of reference / set of rules;
- A copy of the notes from your last Annual General Meeting;
- Details of your organisation's officers;
- A copy of your safeguarding policy if your group works with vulnerable adults, or children;
- A copy of your adopted equal opportunities policy or statement;
- Any other documentation you feel may help in assessing your application.

Privacy Notice

In accordance with the General Data Protection Regulation (GDPR), I/We agree that Weymouth Town Council will process and hold personal information about me/us and my/our group or organisation only in relation to this grant application. I/We consent to my/our personal information, including that contained in this form, being stored manually and/or electronically by Weymouth Town Council. It will be held securely and treated confidentially for six years after an application is made. I/We understand that it will only be accessed by authorised staff members to manage the grant application process.

I also understand that Weymouth Town Council may pass details onto an official organisation where required to do so by law or contract. I/We understand that my/our data will be disposed of securely six years after the application and that I/we have the right to correct the information at any time. I/We have been made aware of my/our rights under GDPR.

Declaration:

I/We declare that the information confirmed in this application is correct and that any grant received will be applied as detailed in the request.

I/We declare that we have read the policy on pages 1 - 3 and that our application complies with the policy.

I/We declare that I/we have included all the requested information.

I/We fully understand that if I/we do not include the requested information and/or if mine/our application does not comply with the policy, the application may be rejected.

I/We fully understand that we will need to attend a Finance and Governance Committee meeting to present our request.

Signed: Provided

Name: Mark Stephenson

Date: 29 Jun 24

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Grant applications must be checked against the following criteria. Any questions where the answer is no must be reported to the Finance and Governance Committee meeting where the application is being considered and must form part of the formal agenda items list for that meeting.

| Yes | No (investigate) | |
|-----|---------------------|---|
| Yes | | The grant will result in a benefit for the area covered by the Town Council and will contribute positively to the area of Weymouth? |
| | No | Does the grant exclude ongoing running costs? |
| n/a | | If the application is for running costs has the applicant included plans for where future running costs will be found from? |
| Yes | | Is the grant for a group and not for individuals or organisations whose function is primarily undertaken by the health authority or Dorset Council's Social Services? |
| Yes | | Is the grant for non-political or non-quasi-political organisations or projects? |
| Yes | | Is the grant application for £3,000 or less? |
| Yes | | For applications between £3,000 or £5,000, has the applicant fully detailed the exceptional circumstances? |
| Yes | | Does the application include the required financial and organisational information? |
| Yes | | Is this the only application in this financial year from this group or organisation? |
| Yes | | Is the applicant based in the Town Council area? If not, has the applicant detailed what proportion of beneficiaries of the grant reside in the area? |
| Yes | | Is the application for future funding? (i.e. not retrospective) |
| Yes | | Is the grant for the sole use of the applying group and not to pass on money? |
| Yes | | Has the applicant demonstrated how one-off grant funding will lead to greater self-sufficiency and lessen the need for future applications? |
| n/a | | For applications for funds for security measures, does the applicant have the support of the local police or crime reduction officer? |
| n/a | | For projects involving vulnerable children or adults, do the organisers have the support of Adult Social Care or Children's Services at Dorset Council? |
| tbc | | Will a representative be attending Finance & Governance Committee? |
| Yes | | Scoring matrix approved by the Grant Subgroup? |

Assessing officer: Helen Legg

Date of assessment: 10th July 2024

Decision (delete as applicable): proceed to committee

Approved as agenda item for the Finance and Governance meeting on: 24/07/24