

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:

The MelWey Organising Committee
11 St Nicholas Street
Weymouth, Dorset
DT4 8AA

Name of person making the application: Christopher Wells

Position in organisation: Treasurer (Officer of the Organization)

Contact phone number: Provided

Email address: Provided

2. About Your Organisation

A. Promoting Cultural Engagement

Diverse and Inclusive Events: MelWey enhances the cultural vibrancy of Weymouth by organising and supporting a wide range of events, ensuring that all residents—regardless of background or interests—have access to high-quality cultural experiences.

Celebrating Local Talent: By showcasing local artists, musicians, performers, and creatives, MelWey provides opportunities for residents to engage with and appreciate the rich artistic talent within their own community.

Highlighting Heritage: Through events and initiatives that celebrate Weymouth's history and traditions, MelWey fosters a sense of pride and belonging among residents, strengthening local identity.

B. Strengthening Community Collaboration

Connecting Artists and Venues: MelWey acts as a bridge between creative individuals and local venues, ensuring that cultural events are accessible and well-supported within the town.

Encouraging Partnerships: By working with cultural institutions, businesses, and community groups, MelWey creates a strong network that benefits all involved, enhancing the town's cultural infrastructure.

Community Participation: Residents are encouraged to take an active role in cultural events, whether as participants, volunteers, or audience members, fostering a more engaged and connected community.

3.

Does your organisation:	Yes/No
-------------------------	--------

Have its own bank account, with two unrelated people to authorise cheques and make withdrawals	Y
Have at least three members on its management committee	Y
Have a constitution, terms of reference or set of rules (<i>please contact for help with this if needed</i>)	Y
Is your organisation:	Yes/No
a voluntary organisation without any paid members	Y
a registered charity? (include charity number)	N
part of, or affiliated to, a larger organisation? (name)	N

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

Additional Information:	
How many members does your organisation have?	3
How many people will benefit from this funding?	53,427
How many of these are Weymouth Town Council area residents?	100%
How much funding are you applying for?	£3,000
What is the total cost of your project?	£3,000
Has the project that you want the funding for already happened?	No
Will you be passing the funding on to any other groups (except to pay for goods and services)?	No

5. Briefly describe the project or purchase you would like the funding for. Please include how will the funding benefit the community or residents of Weymouth? How do you know that the groups you work with, or the local community, want this project to take place? How will this funding lead to greater self-sufficiency and lessen the need for future applications?

We are seeking funding to develop a robust digital events platform that will serve as a long-term cultural resource for Weymouth, inspired by successful models like LoveCamden. This platform is designed to enhance the visibility, accessibility, and coordination of cultural events during Weymouth and Portland’s Town of Culture 2025, while also providing a legacy tool for continued cultural and economic growth.

Key Features:

- **Community-Driven Event Listings:** Venues, promoters, and artists will have the ability to upload their own events, contributing to a comprehensive and diverse calendar, moderated to maintain quality and relevance.
- **Customisable Event Search:** Events will be tagged by category, allowing residents and visitors to easily filter and discover events that match their interests.
- **Syndication for Wider Reach:** The platform is **built** for integration, allowing newspapers, radio stations, the Business Improvement District (BID), and other local organisations to syndicate event feeds—ensuring maximum exposure for local events.
- **Integrated Customer Relationship Management (CRM) Tool:** The back-end system will provide venues and artists with tools to manage their own event data, track audience engagement, and grow their reach.

This project aligns directly with Weymouth Town Centre priorities by strengthening the town’s cultural offer, driving footfall to local events, and supporting economic sustainability through increased visitor engagement. Additionally, it supports Weymouth and Portland’s Town of Culture 2025 goals by creating a digital infrastructure that promotes events, fosters collaboration, and builds a legacy beyond 2025.

Community Demand and Engagement

We have identified a strong need for this resource based on ongoing feedback from local artists, venues, event organisers, and cultural groups, who struggle with limited promotion options and fragmented communication channels.

- Local event organisers have expressed difficulty in reaching audiences due to the lack of a central, widely accessible listing platform.
- Successful initiatives in other towns (such as LoveCamden) demonstrate that a digital events hub significantly improves cultural engagement and participation.
- The Weymouth and Portland Towns of Culture 2025 initiative emphasises the need for improved cultural infrastructure, making this project a timely and impactful investment.

6. How will you spend the money you are applying for?

Item	Amount
Custom Development – Coding (Backend)	£1,800
WP Plugins; Tickera, EventCal, GetvoxI, ToolSet etc.	£1,200
	£

Total	£3,000
--------------	---------------

7. How else are you funding your project? Have you applied for any other funds/grants towards the cost of this project or purchase? Please include details below and include grants from other organisations, fund raising and existing reserves:

Source	£	Confirmed?
Total		

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

Cllr Alex Fuhrmann

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

Through the financial surplus generated from cultural events.

10. 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:

The platform will be completely free to access for the public, ensuring that all residents and visitors can easily discover and engage with local cultural events. There will be no charge for individuals to browse the platform, search for events, or use the event filtering tools.

Ensuring Accessibility for All

- **Free Listing for Local Artists, Venues & Promoters:** Event organizers within Weymouth will be able to upload their events at no cost, ensuring that all community-led activities, including grassroots and nonprofit initiatives, can be promoted.
- **Inclusive and Wide-Reaching Promotion:** We will actively engage with community groups, cultural organisations, and local businesses to ensure that everyone, including those who may not typically engage with digital platforms, can benefit from the service.
- **Accessible Platform Design:** The website will be mobile-friendly, easy to navigate, and optimised for accessibility, ensuring that people of all abilities can use it.

Potential Revenue and Community Benefit

While access to the platform will remain free, it is intended to become self-sustaining through optional data syndication. If a surplus is generated, it will be reinvested into:

- **Platform Maintenance & Development:** Ensuring the continued operation and improvement of the platform beyond its initial launch.
- **Community & Cultural Initiatives:** Supporting further digital and cultural projects that enhance event accessibility, community participation, and creative opportunities in Weymouth.

This project aligns with Weymouth Town Council's commitment to supporting those most in need, as it will remove financial barriers to event promotion and participation, ensuring that everyone in the community has equal access to cultural experiences.

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

N/A
£3k

12. Details of any grants (including from non-local authority) or financial support received from local authorities including Weymouth Town Council in the past three years with dates:

N/A

13. If the funding is for security measures do you have the support of the local police and/or crime reduction officer? Yes / No

Crime Reduction Officers Name:.....N/A

14. 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? Yes / No

Dorset Council Employee Name:.....N/A

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?

- Your most recent bank account statement that relates to the bank account into which the grant will be paid;
- A copy of your constitution / terms of reference / set of rules;
- A copy of the minutes 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.
- 3 quotes for building works

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:

Name:

Date:

For Office Use Only

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?
Yes		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?
n/a		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?
Unknown		Will a representative be attending Finance & Governance Committee?
Unknown		Scoring matrix approved by the Grant Subgroup?

Assessing officer: Helen Legg

Date of assessment: 06/03/25

Decision (delete as applicable): proceed to committee

Approved as agenda item for the Finance and Governance meeting on: 26/03/25