

APPLICATION FORM FOR GRANT 24/25

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

Name/Address of Organisation:

1. Weymouth Outdoor Education Centre, Knightsdale Road, Weymouth, DT4 0HS

Name of person making the application: Tanya Budd

Position in organisation: Centre Manager

Contact phone number: provided

Email address: Provided

2. About Your Organisation

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

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

<p>Dorset Council, Children's Service - Providing early intervention and support for Children, their parents and guardians within Dorset.</p>

Additional Information:	
How many members does your organisation have?	
How many people will benefit from this funding?	1,000
How many of these are Weymouth Town Council area residents?	all
How much funding are you applying for?	5,000
What is the total cost of your project?	7,442
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

4. 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?

The provision of 1,000 free public SwimSafe Sessions at Weymouth Beach on Saturday mornings and after school during May, June and July 2025.

SwimSafe is a partnership project between Swim England and the RNLI to help prepare children aged 7 to 14 to swim safely in open water. SwimSafe provide the instructor training, booking system, marketing and resources. Weymouth Outdoor Education Centre (WOEC) are an official SwimSafe partner and have piloted SwimSafe days this summer with great success.

The funding will cover the staff costs to deliver the free public SwimSafe sessions at Weymouth Beach on the runup to the summer holidays. The sessions cover four key messages for both parents and children to takeaway – Stop and think, stay together, float and call for help.

With the funds, WOEC could run 22 half day or 11 full days of public SwimSafe sessions. Each individual session is 45-minute long, allowing the team to educate a group of up to 16 children every hour. SwimSafe are willing to contribute £2,442 towards the project, allowing for a second team member to assist on session, allowing for the group size and to help with the registration of participants and issuing of certificates at a dynamic public beach environment.

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

Item	Amount
SwimSafe Instructor per half day £225 x 22	£4,950
SwimSafe Assistant per half day £111 x 22	£2,442
Advertising	£50
	£7,442

6. 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?
SwimSafe – Swim England / RNLI	£2,442	No
Total		

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

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

Income generation, however as a service we currently run at a loss

9. 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 sessions are free of charge for members of the public to book. [Swim Safe - teaching children to swim safely](#) . The funding will directly offset the costs involved in running each session.

Parent/guardians can cancel a session up-to and including the day of the event. This allows other members of the public to take advantage of the last-minute spaces, even in passing the seafront. This provides the team with the best chances of maximising the potential of each session.

Should WOEC not deliver all 22-half day / 11 full day sessions in 2025 (weather conditions or instructor availability or other factors outside of their control) the remaining funds would be accrued into the next financial year and used to fund the remaining number of public SwimSafe sessions in 2026. Due to rising costs, this might affect the number of sessions provided in the subsequent year.

Grant funds go into a separate allocated code 'grants from others' within the Dorset Council Fun. This safeguards the income for the specific project. The fund can be easily tracked and accrued as necessary. We hope that funds will be secured prior to April 2025, allowing for the sessions to be built into next year's spring and summer schedule. As such the grant will be accrued into the next financial year in which the costs will come out from.

10. 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?

none

11. 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:

Active Dorset – for Teen Climbing Club 2023
Sport England – for Teen Instructor Training Program 2024

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

Crime Reduction Officers Name:.....

13. 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: We are Dorset Council, Children's Services.

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):

Please use payment reference 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: Provided

Name: Tanya Budd

Date: 19/12/2024

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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?
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?
	No	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?
	No	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?
Yes		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: 10/02/25

Decision (delete as applicable): proceed to committee

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