



# Saltash Town Council



## Grant Application Form

**APPLYING FOR:** Community Chest Grant

(Tick one box)

Festival Fund Grant

**DATE APPLICATION SUBMITTED:**

10 January 2020

<b>Contact Name:</b>	Carole Theobald
<b>Position:</b>	Chief Executive
<b>Organisation:</b>	iSightCornwall (The Cornwall Blind Association)
<b>Contact Address:</b>	The Sight Centre, Newham Road, Truro TR1 2DP
<b>Telephone Number:</b>	
<b>E-mail:</b>	
<b>Status of Organization:</b>	Charity
<b>Charity/Company number (if applicable)</b>	<b>Charity No:</b> 1108761 <b>Company No:</b>
<b>What geographical area does your organization cover?</b>	Cornwall

**How long has your organization been in existence?**

164 years. The Cornwall Blind Association is Cornwall's oldest charity. Established in 1856 to support Cornish miners, many lost their sight due to mining accidents and the hazardous working conditions of the time. iSightCornwall is the only dedicated resource for all in Cornwall who are affected by a visual impairment, whatever their age, circumstance or condition.

**Please note that it may be asked to attend a meeting of the Policy and Resources Committee to answer questions on your application.**

**1. Organisation Background**

	<b>Date Applied</b>	<b>Project</b>	<b>Amount Applied for</b>	<b>Successful Y/N</b>
<p><b>Have you applied for a grant from Saltash Town Council within the last <u>5 Years</u>?</b></p> <p>(Please list – continue on a separate sheet if necessary)</p>				
<p><b>Please list the aims and objectives of your organization</b></p>	<p><b>Our vision</b> is Empowering people with sight loss to make their own choices in leading active, independent and involved lives</p> <p><b>Our aims are:</b></p> <ul style="list-style-type: none"> <li>To inspire the futures of people living with sight loss</li> <li>To be the Centre of resource</li> <li>To raise awareness of iSightCornwall</li> <li>To celebrate the contribution of our volunteers</li> <li>To be a Charity of Excellence</li> </ul>			

**What are the main activities of your organization?**

We provide practical and emotional support, particularly for older people living with long-term sight loss or those recently diagnosed. We know from experience that losing your sight is traumatic. For most people it is devastating news, emotionally distressing and takes time to adapt, initially they're consumed by the belief that they have no hope of leading an active, independent life ever again. The emotional reaction resembles that of grieving and can lead to feelings of isolation and depression.

We are there every step of the way; it can take a few months or even a few years.

We are the only dedicated and free resource centre for anyone affected by a visual impairment, whatever their age, circumstance or condition. Our 220 active volunteers, without whom we could not run our services, support our small staff team. We rely totally on the generosity of donations. Last year, we supported more than 4,000 local people in their homes and in the community with:

- Low vision assessments and provision of free magnifying aids, lighting and daily living equipment
- Assistive technology assessments and provision of audio and magnification equipment including tablets, computers, phones
- Community visits at home
- Social clubs & activities e.g. rifle shooting, bowling, dancing and social clubs
- Advice and support with benefit and welfare claims, Warm Home Discounts, Blue Badge applications, Blind People's Tax Allowance
- Specialist support for eye clinic appointments and information about eye conditions and eye health
- Practical and emotional support e.g. befriending

	Yes / No or N/A
Are you part of a religious group?	N/A
If application is for a Church – is it for anything other than a parish clock, Community Hall (used by all within the community) or environmental purposes?	N/A
If application is for a School – Is, it for anything other than environmental purposes or a project that does not benefit the wider community and is not in addition to statutory services?	N/A
If application is from an education, health or social service establishment – do you work in partnership with other groups?	Yes
	Yes

## 2. Your project

<b>Project</b>	<b>Start Date</b>	01/04	/2020
	<b>Finish Date</b>	31/03	/2021
	<b>Total Cost</b>	£ 30450	
	<b>Grant Applied For</b>	£ 400	

<b>Project title:</b>	'By Your Side' – Community Outreach
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<b>Description of project</b> (please continue on a separate sheet if necessary):	To extend our Community Outreach service in Saltash to support more people living with sight loss. This will provide direct local one-to-one access to our services by breaking down barriers of transport affordability and rural and social isolation. Our dedicated community team will support and be the vital link to vulnerable residents in their own homes and at locally based pop-up days. We will also be able to continue to fund transport to the Blind and Partially Sighted Saltash club.
<b>Where will the project/activity take place?</b>	<ul style="list-style-type: none"> <li>• At homes across Saltash.</li> <li>• Drop-in events held annually at Saltash Library (4 February 2020 and another in December 2020 or February 2021).</li> <li>• Fortnightly club meetings at Ashtorre Rock.</li> <li>• Appointments at Saltash opticians as required.</li> </ul>

<b>Who will benefit from the project?</b> (What groups will benefit and approximately how many people will benefit in total)	Currently, we have 47 clients in Saltash that will benefit. Importantly, we know of a further 18 people that would benefit.
<b>What evidence do you have that this project is required?</b> (This might be survey work or statistical evidence)	<ol style="list-style-type: none"> <li>1. iSightCornwall's annual survey 2019 found that 35% of visually impaired people surveyed identified 'Access to Services' and 'Truro being too far away' as a significant barrier to maintaining or improving their level of well-being and independence.</li> <li>2. We know from our own database that we are only engaging with around 65% of visually impaired residents of Saltash.</li> <li>3. Around 3,000 people in Cornwall* are diagnosed with severe and partial sight loss each year. Only 11% choose to register and therefore automatically referred to social care services. (*NHS 2015). This means that 89% do not receive a pathway to further help and emotional support.</li> </ol>

<p><b>What support have you received for this project?</b> (Please tell us about any expressions of support you have received from outside your organization Consultation with Community)</p>	<p>Saltash Community Outreach client testimonials.</p> <ul style="list-style-type: none"> <li>• “It’s good to know there are places and people like you all are there to help. Thank you.” – Dorothy</li> <li>• “Dear Rose and Tara, thank you for the lovely letters and your assistance. I am getting on well with the TV (spaceman!) glasses. Best wishes and thank you once again.” – Crona</li> <li>• “Many, many thanks to you (Shannon) and staff for the microwave and all the items which are very helpful” – Margaret</li> <li>• “Thank you for sending the replacement magnifying glass so quickly. It is much appreciated.” – Marjorie</li> </ul> <p>Saltash resident testimonials:</p> <ul style="list-style-type: none"> <li>• “For my birthday this year, I’m asking for donations to iSightCornwall. I’ve chosen this non-profit because their mission means a lot to me, and I hope that you’ll consider contributing as a way of celebrating with me.” – Nigel</li> <li>• “What a brilliant service we’ve just had for my Dad from iSightCornwall. Illuminated magnifiers will make a huge difference to him, thank you.” – Helen</li> <li>• Jane and David – “Dear Carole, thank you for your continued assistance in our safety concerns related to our road. I am thrilled that Cormac have reinstated the yellow lines. We really appreciate it and know we wouldn't have got even this far without it.”</li> <li>• “Thank you for your help with mobile phone. The Saltash club have been in touch and I am looking forward to going along soon. Thank you all at the Eye Centre for all your helps always.” – Jane</li> <li>• “Thank you for arranging the open day at Saltash library. As always it was uplifting to be involved where ‘sight loss’ seems the norm and there is acceptance and encouragement from all of you. Special thanks to Helen for inspiring me to sign up to Talking Books.”</li> <li>• “Always there if needed. A fabulous caring, friendly service for the people of Cornwall with sight loss of any description. Knowledgeable and helpful in all aspects of sight loss, from equipment for daily living, technology, benefits, counselling, and advocacy. Brilliant charity to support. Thanks all for all your help. Hugs. Xx” – Margaret</li> <li>• “My sister and I cannot thank the staff enough for their 5 star support yesterday, for the products which will make such a difference to her life on a daily basis. Thank you for sending a copy of the spring/summer 2018 iSightCornwall newsletter Outlook. I have read this to my father who was impressed by and interested in the accounts of the various activities. On May 14 my father will be 103. He wishes to mark the occasion by giving money to associations or charities he supports. iSightCornwall being one of them.”</li> </ul>
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<p><b>How will the project be managed and how will you measure its success?</b></p>	<p>'By Your Side' is managed by the community team and overseen by the chief executive. The team is qualified in Low Vision eye conditions.</p> <p>The team records the number of referrals; the number of home visits, each individual is assessed using our Conversation Framework to develop an individual action plan.</p> <p>Each client receives regular updates on iSightCornwall actions and a follow up call to assess satisfaction. Satisfaction levels are regularly recorded higher than 90%.</p>
<p><b>Please give the timescale and key milestones for your project, including a start date and finish date.</b></p>	<p>Project will run from April 2020 to March 2021.</p>
<p><b>What arrangements do you have in place to ensure safeguarding of children and/or young people and/or vulnerable people (applicable only if your project involves working with this client group)</b></p>	<p>Staff receive regular training that is approved annually by NHS Kernow.</p> <p>We have appropriate policies in place for adults and children.</p>

**3. How you will pay for your project.**

<p><b>What will the money be spent on?</b> (Provide a full breakdown of project cost(s) identifying what cost(s) this grant would be spent on)</p>	<p><u>Full costs</u></p> <ol style="list-style-type: none"> <li>1. Community team adviser/s including home visit travel expenses (covering South East Cornwall) £26800</li> <li>2. Provision of free equipment and aids e.g. magnifiers £1550</li> <li>3. Assistive technology equipment e.g. mobile phones with specialist software £1800</li> <li>4. Volunteer expenses £200</li> <li>5. Event £100</li> </ol> <p>A grant of £400 would contribute to items 2, 3 and 5.</p>
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<p>How will you promote STC once application and project are complete?</p>	<p>We will promote via our regular newsletters. We will invite the Mayor to attend the annual event and promote with a press story and via our very active social media platforms.</p>
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**Saltash Town Council considers Match Funding is extremely important. Please list any applications you have made for funding from other organisations in the table below:**

<b>Organization</b>	<b>Contribution Sought (£)</b>	<b>Applied (please tick as appropriate)</b>	<b>Granted (please tick as appropriate)</b>
iSightCornwall designated reserves	24950		x
Cornwall Community Foundation	1000		x
Resident donations	350		x
Collection tins	300		x
Local councils (six)	2350	x	
Disability Trust	1500	x	

**Please confirm the bank account your project is using is in the project's name/organization name**

The Cornwall Blind Association

**4. Further information enclosed Checklist.**

	<b>Enclosed (please tick)</b>
<b>A copy of your organization's most recent bank statements (mandatory)</b>	x
<b>Copies of all <u>relevant</u> Employer's, Building &amp; Public Liability Insurance Certificates &amp; Title Deeds if appropriate (mandatory)</b>	x

<b>A letter head showing the organization's address and contact details</b>	x
<b>A copy of your constitution and articles of association (or similar documents if the above do not exist, showing the organization's status)</b>	x
<b>A copy of your organization's latest set of accounting statements (if any exist)</b>	x
<b>Copies of any letters of support for your project</b>	see below
<b>If your organization has previously received a grant from STC please include a brief report and evidence of how you promoted the contribution from the Council</b>	N/A
<b>Other (please list)</b>	

If any of the above documents have not been enclosed, please give reasons why in the box below:

We don't have any specific letters of support for our community programme but we have plenty of compliments and satisfied clients, friends and family as demonstrated on page 17.

## 5. Declaration by the applicant

I/we declare that, to the best of my/our belief, the information given on this application form and in any enclosed supporting document is correct.

I/we declare that, I/we have read the Town Council's Grant Policy and believe to the best of our knowledge, that we meet the criteria set out by the Policy.

I/we confirm that a risk assessment will be completed prior to an event granted funding by the Town Council.

I/we accept the following:

- (i) that any false information we provide, even if provided in good faith, may lead to the withdrawal of the grant offered;
- (ii) that any grant offered will be used only for the purposes set out in this application;
- (iii) that we will provide reports on progress at the request of the Town Council;
- (iv) the support of the Town Council will be publicised;
- (v) that should any grant offered, not be used in accordance with the terms and conditions set by the Town Council, we undertake on behalf of the organisation to repay the outstanding amount to the Town Council on demand.

Please be aware that the decision as to whether you have been successful in your application will be communicated to you shortly after the relevant Council meeting.

<b>Signed:</b>			
<b>Print Name(s):</b>	Carole Theobald		
<b>Position(s):</b>	Chief Executive		
<b>Date:</b>	10 January 2020		

Applicants should refer to the Privacy Notice on the Town Council Website [www.saltash.gov.uk](http://www.saltash.gov.uk) for details on how we use your data.

COMPLETED FORMS SHOULD BE RETURNED TO:  
 The Town Clerk, Saltash Town Council, The Guildhall, 12 Lower Fore Street,  
 Saltash PL12 6JX Email: [enquiries@saltash.gov.uk](mailto:enquiries@saltash.gov.uk)

<b>OFFICE USE ONLY:</b>	
<b>Date received</b>	
<b>Received by:</b>	
<b>Application Reference:</b>	
<b>Date to P&amp;R Chairman/Vice Chairman</b>	
<b>Approved to go to Committee</b>	
<b>Committee Date</b>	
<b>Decision/Minute number</b>	
<b>Amount awarded</b>	
<b>Application refused by P&amp;R Chairman or refused by Committee</b>	
<b>Appeal notice issued</b>	
<b>Appeal received</b>	
<b>Approved for Committee</b>	
<b>Decision/Minute number</b>	