

ROCHDALE TOWNSHIP FUND 2019/20 APPLICATION FORM



ROCHDALE
BOROUGH COUNCIL

REF
TC/09/19

Please read the **Terms & Conditions** and **Guidance for Applicants**. If you need advice or support to complete your application form, please contact Rochdale Township Office.

SECTION 1 – NAME OF PROJECT

Name of project The Willows Community Allotment

SECTION 2 - APPLICANT DETAILS

a) Name of organisation GP Care Services Ltd

b) Type of organisation

<input type="checkbox"/> Voluntary/ community	<input type="checkbox"/> Registered charity	<input type="checkbox"/> Sports/ leisure club	<input checked="" type="checkbox"/> Limited company	<input type="checkbox"/> Private company	<input type="checkbox"/> Social enterprise	<input type="checkbox"/> Other type
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c) Aims and objectives of your organisation and activities or services it provides

GP Care Services are the preferred provider of The Willows (previously known as Springhill Resource Centre).

The Willows is an 18-bed residential Dementia Hub, with 2 respite rooms. Alongside the residential area we have a community, dementia and children friendly café, and 2 day care services rooms.

There is an area of land which runs to the side and rear of the home which is currently accessed by dog walkers, who frequently walk along the path immediately under the resident's bedroom and bathroom windows. This breaches confidentiality and dignity for our residents.





d) Contact name	Gail Whitehead
e) Contact telephone	██████████
f) Contact address and postcode	The Willows Dementia Hub Fieldway, off Broad Lane, Rochdale OL16 4PP
g) Email address	██████████
h) Web address	www.gpcareservices.co.uk

SECTION 3 – ORGANISATION FINANCES

a) Have you applied for or received a Township grant before?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
b) If you have answered yes to question a), please give details below		
We received a Township grant of £3,000 in February 2019 for garden furniture, planters and plants for our residents and café community gardens.		
c) Does more than 50% of your annual base budget/income come from Rochdale Council?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
If yes, detail below the amounts received and Council Services providing budget/income to your organisation (a copy of your application will be forwarded to your relevant Link Officer for their comments)		

SECTION 4 – ABOUT THE PROJECT AND JUSTIFICATION

Details of the proposed project and what benefits will this project bring for participants, organisation, group or wider community?

By fencing off the area to ensure we provide a safe and secure environment for our residents, we would create an ideal area for a community allotment. Having already approached RBC to gain permission for the fencing we are now seeking funding for materials, labour, to create the enclosed area.

The Willows Community Garden Project will bring residents, their families, the local community, students and volunteers together in a safe environment, encouraging working and living together.

We would also want to maximise the opportunities presented by the unused space to encourage volunteering and community engagement with dementia care. We think that the allotment will provide opportunities for local volunteers. It will also offer work experience opportunities for horticulture, health and social care students.

We would like to purchase raised beds, accessible by wheel chairs, in order for residents and the local community to be able to safely use the areas to grow their own vegetables and flowers.

Project start date	June 2019	Project completion date	July 2019
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SECTION 5 – PROJECT FINANCES

a) Cost of project			£4,470
b) Amount of grant required			£3,000
c) Amount from other sources			£1,470
d) Details of other funding			
Funder	What they may fund	Dates of funding decisions	
GP Care Services	Raised beds		
e) Breakdown of proposed expenditure relating to the amount of grant required (Enclose quotations, cost estimates or extracts from catalogues. At least two quotations will be required for any items to be funded that will cost £1,000 or more to demonstrate value for money. Costs for items to include VAT only if your organisation cannot claim VAT back from HM Revenue and Customs).			
Expenditure item			Cost
<p>We obtained 2 quotes for the fencing, below:</p> <p>-----Original Message----- From: [redacted] > To: [redacted] > Sent: Tue, 14 May 2019 16:03 Subject: Re: Knee rail fencing</p> <p>Hello Gail the price for the allotment fencing is</p> <p>43 metres of 1.8 high timber feather edge fencing supplied and installed @ £45 per metre =£1935 plus vat thanks a lot Rob RT fencing</p> <p>Sent: 15 May 2019 11:12 To: [redacted] > Cc: [redacted] > Subject: The Willows Fencing Hi Phil Further to your recent enquiry I confirm our quotation for the following works at the above premises. Description of Work; Hit & miss timber fencing & posts to rear & side of proposed planting area as shown on the attached drawing. No gates are required</p> <p>For the sum of; £3,589.00</p> <p>Raised Beds for disabled access £895.00 each plus VAT x 2</p>			£2,322
TOTAL			£4,470

Leisure

- Arts and crafts
- Equipment for cooking and preparing food
- Games and puzzles
- Gardening and the outdoors
 - Path tracks and netting for gardens
 - Raised beds, containers and hanging baskets
 - Watering equipment
- Sport equipment

Related advice

- Leisure equipment factsheet
- Benefits of playing card games
- Choosing a camera and accessories
- Choosing scissors

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Where to buy

Terraform Wheelchair Accessible Garden

Manufactured by Collectif La Valise

Priced from **£895** (Exc. VAT)



DLF's summary

Raised flower bed with wheelchair accessible cutout in one side.

Features

- recyclable polyethylene access side with three sides of treated European Douglas Fir
- supplied flat-packed

Options

- multiple raised beds can be joined together to create a larger working area

Product dimensions

Dimensions	
Length	150cm
Width	120cm
Height	80cm

Manufacturer's product description

Gardens and gardening have undoubted therapeutic benefits for all, especially for people with reduced mobility. Gardening is a medium for social bonding and helps bring people out of isolation. Gardening encourages a mixing of people of all abilities, as well as of all generations, and fights the segregation often faced by disabled people.

TERRAform allows independent gardening. The special planter allows people to sit and work comfortably at table height. The unique ergonomic shape allows gardeners close contact with the soil. The dimensions have been calculated using arms' width so that the gardener can reach the middle and the edges without having to move. The planters can be joined together to create larger working areas.

Ideal for people in wheelchairs or those who cannot stand for long; for family gardens, retirement homes, care homes, schools, clubs and institutions for disabled and older people.

TERRAform is supplied flat-packed, consisting of the unique recyclable polyethylene access side with three sides of oleothermic treated European Douglas Fir.

Advice about Raised beds, containers and hanging baskets

The ideal height of a built raised bed will vary from 60cm to 100cm depending on whether you are standing, sitting or using a wheelchair. The width is usually around 100cm if you have access from both sides, or 50cm with access to one side only, the length will vary but is often around 300cm long.

Kits or fully assembled raised beds can be purchased in a range of shapes and sizes.

Consider how you will water the beds, as they tend to dry out sooner than flower beds - it may be worth considering using an irrigation system.

A medium size hanging basket is probably the best to manage in terms of weight (if you are lifting it) and in terms of [watering](#). Small hanging baskets require more frequent watering.

Thrive, a national gardening charity have a useful section on [gardening sitting down](#) which includes:

SECTION 6 – SUPPORTING DOCUMENTATION


Please supply the following documents when you submit your application. IF YOU DO NOT SUPPLY THESE DOCUMENTS, WE WILL NOT BE ABLE TO PROCESS YOUR APPLICATION. Please tick the boxes to confirm which documents you have attached to this application.

a) Annual accounts and bank statement(s)	<input checked="" type="checkbox"/>
b) Constitution/governing document	<input checked="" type="checkbox"/>
c) If your project works with children and young people under 18 years old or vulnerable adults, please confirm your organisation has the following in place:	
Child protection policies and procedures	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> N/A
Disclosure and Barring Service (DBS) checked staff and volunteers	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> N/A
d) Quotes/estimates/extracts from catalogues for proposed expenditure	<input checked="" type="checkbox"/>

SECTION 7 - DECLARATION

We, the undersigned agree to:

- Abide by Rochdale Township Fund's Terms and Conditions.
- No expenditure being incurred on this project prior to the grant decision being given.
- Certify that the information contained in this application is correct and that we are authorised by the organisation to accept these conditions on their behalf.
- Use funds, if granted, only as specified in this application, unless receiving authorisation from Rochdale Township Office to make changes.
- Send the invoices/receipts for all payments made with this grant along with the completed Project Evaluation Form to the Rochdale Township Office.
- Agree to participate in monitoring, auditing and evaluation related to this fund.
- Highlight the support of Rochdale Township in all publicity material and agree to Rochdale Council's use of the organisation's name and photographs for promotional purposes.
- Inform Rochdale Township Office immediately if either signatory leaves the organisation or can no longer fulfil their responsibilities, or someone else takes over responsibility for the grant on behalf of the organisation.

Contact Person		Organisation Chair or Treasurer (Different from Contact Person)	
Signature		Signature	N/A
Full name	Gail Whitehead	Full name	N/A
Position	Chief Officer	Position	N/A
Date	31 st May 2019	Date	N/A

Before you send your application to us, please check that you have:

- answered all the relevant questions and
- enclosed all the information requested:
 - Annual accounts
 - Bank statement(s)
 - BACS form
 - Constitution/governing document
 - Quotations/cost estimates/extracts from catalogues

We will return incomplete application forms.