

# Nature, Art & Wellbeing Community Fund

## Information & Guidance Notes

### Fund information

#### What is the Nature, Art & Wellbeing Community Fund?

The Nature, Art and Wellbeing Community Fund is a collaboration of the following three initiatives aiming to support and promote an increased engagement in nature, art, and movement for wellbeing, both physically and mentally, helping communities recover from Covid 19 restrictions.

**National Community Lottery Fund: Stepping into Nature** use's Dorset's outstanding natural and cultural landscape to create and provide inclusive activities and sensory rich places to visit. The project aims to improve the health and wellbeing for people living in Dorset that are older, living with long term health conditions including dementia and their carers.

**NASP Funded Thriving Communities: Nature Buddies: re-connecting to nature & art through activity**, led by The Arts Development Company in collaboration with Active Dorset, Help & Care and Stepping into Nature is a year-long programme aiming to upskill existing voluntary and community groups to deliver inclusive and creative nature-themed local activities for people who are referred by their Link Workers.

**Contain Outbreak Management Fund (COMF): Your Nature**, Dorset Council Better Days, Coast and Greenspace Teams working with providers and communities aiming to reduce the risk of social exclusion and longer term inequalities by creating opportunities to rebuild community connections, improve mental health and physical activity levels for people significantly impacted by Covid restrictions, in particular people with dementia or learning disabilities including Autism.

**Our overall aim** is to help people make connections to the natural & cultural environment and each other in local communities, for wellbeing. By supporting communities and tackling inequalities, enabling groups and organisations to undertake projects which help to conserve and enhance the natural beauty in their local area and encourage engagement with nature, art, and movement for adults across Dorset who are:

- In a Carers role
- Living with a long-term health condition
- People with learning disability, including autism
- People with low level mental health issues
- People living with dementia
- People who access day opportunities
- Vulnerable to social isolation or loneliness
- Long term unemployed
- People from marginalised backgrounds including ethnicity, gender identity and sexual orientation

#### How much money is available? Grant rates / match funding

In 2022/23 we have a funding pot which will be available to apply to across Dorset, including Bournemouth Christchurch and Poole, while there is no upper limit to what you can ask for, a project would have to be exceptional to receive more than £2000.

The fund can support up to 50% of the costs of most projects or 75% if you are a voluntary group or charity.

Match funding can also come from valuing in-kind contributions, such as using a meeting room for free, and from volunteers.

We may be able to advise you of alternative suitable funding options – please ask.

### Who can apply for funding?

Anyone (individual, group or organisation) from Dorset including Bournemouth, Christchurch and Poole can apply to the fund.

We do not fund projects that support direct commercial transactions for financial gain. Please make clear how any activity you propose will benefit the community you are targeting.

We can not support any projects from individuals, groups or organisations which have a live project receiving funds from the Nature, Art and Wellbeing Community Fund.

### What types of projects will be supported?

The fund can support a range of projects including:

- Developing new or enhance existing activities that encompasses nature, arts & culture, food, heritage and physical activity
- Deliver/test solutions to barriers that improves accessibility to natural or cultural environments.
- Volunteer training
- Materials or equipment like seeds, plants, tools or art materials.
- Creative professional support to help run activities or specialists in the field of birds, trees, plants, conservation etc.
- Public Liability Insurance
- Equipment to enable supply of refreshments outdoors etc..

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### Projects must?

Projects need to demonstrate that they will deliver at least one of the following strands (and not adversely affect any of the others):

- Contribute to the objectives of the Nature, Art and Wellbeing Community Fund.
- Support the social and economic wellbeing of local communities in sustainable ways that care for the environment, with outline plans for aftercare & sustainability
- Have the support and involvement of local people
- Harnessing capacity within local sectors (voluntary, academic, commercial).
- Targeted interventions for specific sections of the local community and workplaces
- Increase opportunities for people to become more physically and mentally active through engaging with the natural environment.
- Bring organisations and people together in tackling problems or promoting new ideas
- Demonstrate innovation or best practice

- Respond to an identified need, which will improve health, wellbeing, and independence
- High standards of Health and Safety must be met while carrying out the work being funded.

**Priority areas we are looking to support:**

We are particularly keen to encourage projects that link to our key priorities:

- Upskill communities to deliver activities promoting inclusiveness and develop new/enhance existing initiatives to widen reach/visibility.
- Removing barriers to provide inclusive involvement in the countryside and increase more people to independently access information and experiences to connect with outdoor spaces.
- To reduce feelings of isolation and loneliness through delivering inclusive nature, art and movement activities within communities.
- Help mitigate the effects of the Covid-19 pandemic.
- Deliver community-based support for those disproportionately impacted such as the BAME population.
- Support for wider vulnerable groups, including rough sleepers.
- Deliver and develop “Social Prescribing” type active nature and arts-based activities in their local communities, especially in response to the recovery of communities from the Covid-19 pandemic.
- Increase opportunities available for people who have difficulty accessing mainstream activities or may need to rebuild their confidence in social settings post lockdowns
- To increase opportunities for learning new life skills or confidence to pass on learning to others for older people including those living with dementia or in a carers role.

**Important dates:**

Fund opens for applications:	1 st November 2022
Deadline for submission of applications:	Rolling Fund. Will close when all funding allocated.
Panel Meeting:	As required
Applicants notified of outcome:	Within a month of submission.
Projects completed / final date for claims to be submitted:	Mid-March 2023

**Application Assessment**

Applications will be judged by a Local Assessment Panel of 6 to 8 people including representatives from the Dorset AONB, The Arts Development Company, Dorset Council and other relevant specialists.

**Guidance notes for completing the application form**

For every question you are given a box in which to type your answer which will automatically expand to fit the text as you type.

If completing the form by hand, please write clearly and neatly and submit additional sheets as necessary.

Applications will be considered against the set criteria not by the length of the proposal so please keep your application as concise as possible. We do not expect the final form to exceed 8 pages in total.

### Section A – Applicant details

1. Please give the name of the organisation, company or individual who will be directly responsible for the project and financially accountable for how the grant will be spent.
2. This will tell us what the project is about, it should be short and catchy and clearly define what sort of work you will be doing.
3. How much money are you requesting? This must correlate with your financial statement in Section C.
4. Please complete the details of the main person who will be dealing with the application on behalf of the organisation, and corresponding organisational contact details for that person. If you have no email or website insert N/A.
5. Please complete the boxes that are applicable to your organisation. You do not need to be a registered charity or company, but you will need a basic constitution. Your organisation will need to have a bank account in its name, so that you can receive grant payments.
6. If your organisation is VAT registered funding will be paid net of VAT. Non-VAT registered organisations will be paid the gross amount including VAT.
7. Please let us know the location at which the project will be based.
8. Please let us know the location of your organisation.

### Section B – Project description

Please provide a summary of your project in a nutshell – explaining concisely what your project is about and what you need the funding for. This is the only part of the application form which we will share directly with the assessment panel and it **must not** exceed 200 words

#### Project details

1. Please let us know the project location/beneficiaries
  - a. Please tell us if you consider your activities to be suitable for social prescribing or are happy for your activities to link with social prescribing link workers?
2. Please let us know the anticipated start date of your project. This is when you expect to have all the finance and necessary permissions in place to enable the project to proceed. Any elements you want to be covered by the grant must not be carried out prior to this date.
3. Please let us know the anticipated end date of your project. This is when you believe your project will be completed and objectives met. Note any grant must be spent before mid-March 2023.

4. Please provide a concise description of all the elements of your project.
5. Please list any key events/activity dates or milestones that you expect to take place during the project (can be approximate).
6. Use the tick box to let us know if the Stepping into Nature grant is for the project as a whole or a specific element of your project.
7. Please tell us in more detail how the Nature, Art and Wellbeing grant will be used to financially fund your project.
8. Please briefly describe if your project aims to mitigate against the effects of the Covid-19 pandemic, for example by supporting an organisation or community that has suffered.
9. Is there clear evidence of the local demand or need for your project? Please tell us about any evidence you have gathered which supports your project. This could be a feasibility study, community consultation, survey or recorded discussions. Please provide a copy if available.
10. Tell us who will benefit from the project - who are the main targets, who else will benefit and will it involve any particular groups of people (e.g. people with long term health condition/ older people, people with disabilities etc.).
11. Please let us know which priority areas your project will be supporting. Please also explain if your project links in with any other projects or other organisations' strategies. If you are not sure please do contact us for help.
12. Please list any permissions required to carry out your project, and if that permission has already been obtained or not.
13. Let us know of any partners directly involved in the project's implementation.
14. We need to know what your project will achieve. Please tell us what the direct and countable results will be using the questions given.
15. Explain how you expect your project to continue after the grant funding period has ended – what will happen to the people you have helped or the place you have worked on? How will the project outcomes be financed and managed? Can you demonstrate it is a sustainable project?

### Section C – Financial details

The Nature, Art and Wellbeing fund can support up to 50% of the costs of most projects or 75% if you are a voluntary group or charity.

The remaining funding must come from match funding, either cash or in-kind or a mixture of the two, but cannot be matched by Exchequer funds – i.e. money from a Government department or agency (e.g. Natural England, Environment Agency, Forestry Commission etc.)

Generally, the grant is paid upon completion of the project and not in advance, unless discussed prior to acceptance of grant.

Please complete the Nature, Art and Wellbeing Budget spreadsheet to show a detailed breakdown of costs and funding for your project using these guidance notes to assist you.

*We would prefer you to complete the [Excel version – \(click here\)](#) in which the figures will be automatically worked out for you; but if but if you are unable to use Excel please use the table in the application form and work out the figures manually.*

N.B. If using the Excel spreadsheet, you will see that some cells are locked and can't be edited. You can still add extra rows if needed.

### Part 1 Expenditure Table – Description of costs and activities

- **Project manager:** If you pay someone with experience to manage your project; the cost will be a **cash** cost to your project. If a person chooses to manage the project without payment this will be an **in-kind** cost
- **Specialist contractor:** if your project requires you to hire specialist skills the cost will be a **cash** cost to your project
- **Purchase or hire of goods/equipment:** The cost of all goods and equipment that will be purchased or hired for the project should be individually listed. This will be a **cash** cost to your project. If someone loans you equipment without charging, the value can be included as an **in-kind** cost.
- **Design & print:** If you are paying for the design and print of leaflets or publicity material this is a **cash** cost. If, however, someone volunteers their time to design your material (without charge) this will be an **in-kind** cost
- **Volunteer time:** If people volunteer to help with the project (without payment) this can be recorded and used as an **in-kind** cost.

Recording volunteer time is **essential** and a timesheet detailing volunteer time and activity must be submitted with your claim forms (please request a timesheet template from us if needed). When calculating the value of your volunteer's time please use the following rates:

- £10 per hour for unskilled e.g. attending an event, assisting at an activity .
- £20 per hour for skilled e.g. leading an activity.
- £50 per hour for professional services (e.g. solicitor).

### Part 2 – Income Table

- **Description of sources of funding:** Please give details of all cash contributions towards your project from your own organisation and other partners/funders and state whether this is confirmed, awaiting decision or not yet applied for.
- **Sub-total of cash funding:** If you are completing the Excel form the cash sub-total will be added up for you. If you are completing the form manually please add up the column.
- **In-kind contribution:** If you are completing the Excel form the in-kind total will be entered for you. If you are completing the form manually please add up the total.
- **Amount requested from Nature, Art and Wellbeing Grant:** If you are completing the Excel form the amount requested will be entered for you. If you are completing the form manually please add up the total of cash (a) and in-kind funding (b) and take this total away from the total project costs. The total will be the funding amount you are requesting from the Nature, Art and Wellbeing Grant.
- **Total income:** If you are completing the Excel form the total income box will be added up for you. If you are completing the form manually please add up the sub total of cash funding box with the in-kind contribution and the

amount of SiN funding. This total should agree with your total project cost above.

- **Nature, Art and Wellbeing Funding as a % of the total project cost:** If you are completing Excel form online the figure will be calculated for you. To manually calculate the % of total project cost divide the Nature, Art and Wellbeing funding being requested by the total project costs and multiple by 100.

#### Section D - Declaration

The form must be signed by a person with relevant authority (can be an electronic signature), dated and emailed to: [stepin2nature@dorsetcouncil.gov.uk](mailto:stepin2nature@dorsetcouncil.gov.uk)

Rolling fund, once all funding allocated the fund will close. We encourage to apply as soon as possible.

Email submissions are preferable. Please contact Julie Hammon on 01305 224785 if you prefer to submit a hard copy.