



Area Partnership Funding Proposal Form



Before completing this form, please ensure that:

- ❖ You read the appropriate Area Plan prior to submitting your request.
- ❖ You select the appropriate Area Partnership(s)
- ❖ You complete this form fully. We will only consider the information contained within this form.
- ❖ If any changes occur after you send in your application, you must notify the Area Manager.

Area Partnerships

Please indicate the area where people will benefit from this proposal by selecting the box(es) next to the appropriate Area Partnership(s)

REFERENCE NO (Internal only):

All Area Partnerships (please use the links below)	<input type="checkbox"/>
Dunbar and East Linton (Please click on the link to view the Area Plan)	<input type="checkbox"/>
Fa'side (Please click on the link to view the Area Plan)	<input type="checkbox"/>
Haddington and Lammermuir (Please click on the link to view the Area Plan)	<input type="checkbox"/>
Musselburgh (Please click on the link to view the Area Plan)	<input type="checkbox"/>
North Berwick Coastal (Please click on the link to view the Area Plan)	<input type="checkbox"/>
Preston Seton Gosford (Please click on the link to view the Area Plan)	<input checked="" type="checkbox"/>

Organisation Information

1. Details of Organisation

Name: Friends of Preston Tower – sub-group of Prestonpans Community Council

Address: Preston Tower Gardens, Prestonpans

Post Code: No Postcode

Daytime Telephone No:

Mobile No:

Email:

Website Address (If applicable):

2. Main Contact for this Application

Name: Dr DJ Johnston-Smith

Position Held: Steering Group Member (and Chair of Prestonpans Community Council)

Address (If different from above): 5 Gardiner Terrace, Prestonpans

Post Code: EH32 9ET

If this person has specific communication needs, please provide details:

Daytime Telephone No: 07769 975989

Mobile No: 07769 975989

Email: dj.johnstonsmith@gmail.com

3. Type of Organisation		
Community Group	<input checked="" type="checkbox"/>	Public Sector <input type="checkbox"/>
		Voluntary/3 rd Sector Organisation <input type="checkbox"/>
Other (Please Specify):		Charity No: (if applicable):
4. What is the main aim, objectives and activities of your organisation? Max 500 Words		
<p>To encourage and facilitate public access of Preston Tower, to improve and assist in basic maintenance of the scheduled monument and to work with its owner (National Trust for Scotland) and its Guardians (East Lothian Council and Viewpoint Housing) on finding a long-term and sustainable strategy to care and upkeep the Tower so that future generations can enjoy and learn from this medieval tower house.</p> <p>We are currently set-up as sub-group of the Community Council, but we aspire to standalone as soon as practicable. We are just getting off the ground now and in our first year we hope to hold several open day events in Preston Tower Gardens and, once the new staircase is built, assume full responsibility for opening and closing the Tower itself on these open days and by appointment. As we recruit more volunteers, we shall grow the number of open events.</p>		
5. Title of Project Proposal and Project Summary max two lines (to be used in publicity)		
Preston Tower and Doocot Public Open Days: Equipment Provision		
6. Project Outcomes		
Please identify up to three outcomes you will achieve from your project. Outcomes are the difference your project will make i.e. 10 young people will be able to access a sports bursary scheme which will develop their skills and/or improve their wellbeing 20 vulnerable people will receive meals and befriending which will reduce their social isolation		
Outcome 1 We will encourage significant numbers of people to visit the gardens and access the Tower, improving wellbeing and health and increasing positive place attachment.		
Outcome 2 We will increase footfall to the High Street and other local attractions by providing a completely new volunteer-led visitor experience, helping local businesses thrive.		
Outcome 3 We will work with local schools in the ward (and eventually beyond) to facilitate regular class access to a historic monument in the heart of our community, again increasing place attachment and hopefully reducing incidences of anti-social behaviour.		
7. To which of the Area Partnership Plan priorities does your proposal contribute? Please outline how your application will address inequalities? Max 400 words		
Our project draws heavily on all three overarching themes listed in the priorities of the current Local Area Plan. The Tower site is an underutilised heritage asset of national importance. It has just benefited from a significant injection of town centre regeneration funding that has managed to stabilise the ruinous structures, but with no monies left over to pay for staff or a forward plan for the site that will make it sustainable or fulfil its economic, social and cultural potential.		

Our new group will work with the owners and guardians of the site to attempt to deliver on many of the priorities listed in the Area Plan. Driving visitors from nearby and further afield to the area will help local food and drink businesses, still struggling to recover from COVID and the cost of living crisis (Outcome 1.3).

We hope to provide useful and beneficial experiences for all volunteers, some of whom might benefit from the available opportunity to enhance and improve their employability skillset and level of attainment to go on and achieve new occupational goals (Outcome 1.1).

We are members of the local community ourselves, many of whom did not know one another when we began this group. As we grow in numbers and get to know more of our neighbours we will strengthen and improve our local community cohesion, making our town more resilient and social (Outcome 2.1) and an even happier locality in which to live and thrive (Outcome 2.2).

We will provide useful learning opportunities for our youngsters in a historic site in the heart of their hometown and capitalise on the area's remarkable cultural and historic landscape to connect older residents and newer arrivals. We will improve and enhance the feeling of place attachment of all residents, regardless of length of stay or household income, by providing free access to a beloved historic site that has been closed to all but a select and privileged few for at least half a century. All of this will further improve local educational outcomes, social cohesion and wider mental wellbeing (Outcomes 3.1 and 3.2).

8. How does your project support communities recovering from COVID?
Max 200 words

Like all communities across Scotland, Prestonpans is still recovering from COVID. We've a generations of young people whose education has been interrupted and a collection of retail businesses struggling to stay on our high streets. COVID also exacerbated the problems experienced in some of the socially and economically deprived pockets of our community and contributed to a resurgence in episodes of anti-social behaviour across the town. We hope our project will begin to tackle some of these issues.

It will certainly encourage more local residents to spend time in the town during their leisure hours as they visit the Tower and Gardens and will invite visitors from further afield to do the same. This will help revitalise the High Street as we signpost people between historic attractions across the ward.

Reconnecting local residents to a vital part of our heritage will also provide a welcome boost to notions of local cultural identity and social wellbeing. Many studies have shown the clear salutogenic benefits to communities that are given more control over their local built landscape. Reclaiming safe community control of a location can be a potential solution to social isolation, anti-social behaviour, economic and environmental deprivation and more.

9. How does your proposal help meet the East Lothian Plan outcomes?

[\(Please click on the link to view the East Lothian Plan 2017 - 27\)](#) [Summary of East Lothian Plan 2017-27](#)

Theme - Prosperous

Outcome 1.1: East Lothian people are working, are free from in-work poverty and are able to develop and improve their work skills

Outcome 1.2: Local businesses are thriving and the business base is expanding.

Outcome 1.3: People and businesses in East Lothian have better access to digital infrastructure and the digital skills they need.

Theme - Community-minded

Outcome 2.1: East Lothian has strong resilient communities where people respect and support each other.	<input checked="" type="checkbox"/>
Outcome 2.2: East Lothian People can live affordably and contribute to a thriving community life in a high-quality environment.	<input checked="" type="checkbox"/>
Theme - Fair	
Outcome 3.1: We tackle the causes and effects of poverty in East Lothian and we reduce the gap between the richest and the poorest people.	<input checked="" type="checkbox"/>
Outcome 3.2: People in East Lothian are enjoying healthier lives.	<input checked="" type="checkbox"/>

10. Proposal Description

❖ What evidence do you have that demonstrates the need for this proposal [click to see Area Partnerships](#) How the local community has been involved in the development of this proposal?

Max 100 words

Prestonpans Community Council was the initial instigator of the whole Tower restoration project following requests by local schoolchildren and many older residents that the buildings should be better cared for and that access should be restored.

As the restoration project has progressed over the last few years that interest has only increased and we hope will continue to do so.

The Friends Group is mainly made up of local residents and that is likely to continue into the future as the project grows and access is restored to the building once again.

❖ How will you ensure that this proposal reaches those in your community who need it most?

Max 100 words

Working with our local schools will become a primary priority once the new staircase is constructed to ensure our local youngsters get the speediest access to this historic site and begin to feel a sense of ownership of the heritage on their doorstep.

We will also increase the frequency of free open days and other activities working with the key partners in the emerging "Heritage Network" that is trying to establish itself across the ward and other stakeholders working with local youth, older citizens and the most vulnerable.

❖ How will you promote and publicise your proposal?

Max 100 words

We are already using social media, the local newspaper and word of mouth to grow interest and engagement in the restoration project and will continue to do so.

Posters and flyers will also be used once we have raised money to cover costs of printing. These will be placed in community noticeboards and in shops, community centres and libraries.

❖ How will this proposal be sustained, if applicable?

Max 100 words

It has already been sustained through the travails of COVID and will continue to be so as we plot the next stage. The equipment being sought is intended to last for some time and voluntary donations will be sought from those that can afford them to replace worn out equipment or purchase new items.

❖ What the funding will be used for i.e. what you intend to do, where it will take place and which other organisation(s) would be involved, if applicable?

Max 100 words

We will use the requested funds to purchase materials to facilitate multiple open days over the next year and grow engagement with the Tower, Doocots and Gardens during this next phase of restoration project.

We will be working closely with East Lothian Council, the National Trust for Scotland, Historic Environment Scotland, as well as other local heritage groups and voluntary organisations.

The events will all take place in the Gardens.

11. How will you monitor, measure and evaluate the proposal outcomes?

11.1 How many people will

a. directly benefit from the funded project?

Children	80	Young People	20
Adults	100	Elderly People	30

b. indirectly benefit from the funded project? (i.e. families members or wider community)

Children	2000	Young People	
Adults	13000	Elderly People	

11.2 How will you evaluate and measure the impact for local people? (e.g. what evidence will you gather?) – [Click here](#) for Evaluation Support Scotland website

We will produce a short questionnaire and encourage visitors to fill this out in person or online. We will also grow our stakeholders on social media and our mailing list.

11.3 How will you know the outcomes have been achieved? (e.g. the difference you want to make?)

Outcome 1: Headcount at open days

Outcome 2: Feedback from local businesses and their continued presence on the High Street

Outcome 3: Feedback from local teachers/headteachers on pupil enjoyment and engagement with events.

12 What are your key milestones or indicators of success? (e.g. what do you plan to do and when?)

Our first open day is in early September. The staircase is unlikely to be in place before the end of the year, so more open events will follow in spring with collaboration planned with other heritage sites elsewhere in the ward.

Autumn and Winter will be spent growing engagement using social media and online tools. The measure of success here will be seen in the analytic data.

13 When will it happen?	
Expected Start Date: September 2023	Expected End Date: September 2024

Finance

14. Amount Requested	£ 970
15. Total Cost of the Proposal	£ 970

16. If you have secured or requested any other funding for your proposal, please provide details

Funder	Amount	Confirmed/Pending - decision date
	£	
	£	

17. Please provide a breakdown of the expenditure to be incurred on this proposal.

Items to be purchased or activity to be supported with workings i.e. 10 pots of paint £2 x 10	Supplier	Cost
1 x All Weather Gazebo	Amazon	200
2 x Feather Flag Frame & Flags (with logo)	Online printer	200
2 x Pull-up Banners (with logo)	Online printer	120
1 x Folding Table & Table Cloth	Amazon	75
2 x Folding Chairs	Amazon	30
4 x Torches & batteries	Amazon	30
Hi-vis vests (various sizes & printing)	Online retailer	30
First Aid Kit	Amazon	25
Stationery (clip boards, folders, laminating etc)	Amazon	30
Personal Radio Comms (Tower/Doocot)	Amazon	50
Health & Safety (hand sanitiser, wipes etc)	Supermarket	20
Promotional material for open days	Online bulk printer/retailer	150
Total Cost of Proposal:		£ 970


18. Governance/Supporting Documents (If you are an existing group/charity or organisation).

Please tick the box(es) below to indicate that you have included the following documents with your completed Funding Proposal Form. (Please refer to guidance note before completing this question)

Most recent Annual Accounts		<input checked="" type="checkbox"/>
Most recent Bank Statements for all accounts (past 3 months)		<input checked="" type="checkbox"/>
Does the organisation have a bank account with at least 2 unrelated signatories	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Constitution, Memorandum or Articles of Association		<input checked="" type="checkbox"/>
Equalities policy/statement or your commitment to equalities?		<input checked="" type="checkbox"/>
If you are a new group or just forming, please provide some information about your organisation. (This could include a letter of support from a constituted body such as community council, trusts, charities, schools, church, TRA's etc.)		<input checked="" type="checkbox"/>
Other supporting documents (if applicable) – :		<input type="checkbox"/>

Declaration

- ❖ I/we confirm that the information set out in this Funding Proposal Form, any appendices and any enclosed accompanying documents are correct.
- ❖ I/we confirm that if funding is awarded, the funds will be used in accordance with the purposes set out in this proposal.
- ❖ I/we confirm if there are any significant changes to the proposal or the project/initiative, the Area Manager will be informed immediately.
- ❖ I/we confirm that any funds not used for the purpose outlined in this proposal will be returned immediately to the Area Partnership.
- ❖ I/we agree to provide an interim report on the agreed date(if required)
- ❖ I/we agree to provide an end of project monitoring and evaluation report, including a financial report, within 2 months of project completion date. Future funding will not be considered from organisations who have outstanding evaluation reports.
- ❖ I/we confirm that staff or volunteers delivering this proposal are registered with the Protecting Vulnerable Groups Scheme if applicable? [Click here for link](#)
- ❖ I/we confirm that the employer will be responsible for all staff employment rights associated with this proposal and not East Lothian Council and/or the Area Partnership.
- ❖ I/we confirm that the employer will meet IR35 requirements <https://www.gov.uk/guidance/ir35-find-out-if-it-applies>
- ❖ I/we confirm that the host organisation delivering this proposal or any part of it has adequate insurances (e.g. Employer, Public liability and/or Professional indemnity insurance as appropriate).
- ❖ I/we confirm that we meet relevant responsibilities under the General Data Protection Regulation [click here](#) and Data Protection Act 2018 [click here](#)

Signed:  Print Name: DJ Johnston-Smith

Designation: Steering Group member Date: 20 Aug 2023

Applicant or on behalf of the organisation requesting funding

Signed: _____ Print Name: _____

Connected Communities Manager Date: _____

When completed please email this form to: areapartnership@eastlothian.gov.uk