



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: Port Seton Centre Management Committee

Address: Port Seton Centre, South Seton Park, East Lothian

Post Code: EH32 0BG

Daytime Telephone No: 07342480927

Mobile No: 07342480927

Email: pscentremc@gmail.com

Website Address (if applicable): www.portsetoncentre.org.uk

2. Main Contact for this Application

Name: Sandra Bell

Position Held: Chairperson

Address (if different from above):

Post Code:

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

Daytime Telephone No: 07971362945

Mobile No: 07971362945

Email: sandra.bell_pscmc@outlook.com

3. Type of Organisation

Community Group

Public Sector

Voluntary/3rd Sector Organisation

Other (Please Specify):

Charity No: (if applicable): SC041476

4. What is the main aim, objectives and activities of your organisation?

Max 500 Words

The provision of educational and recreational facilities and the Committee of educational and recreation programmes with the object of improving the conditions of life for the people of Cockenzie and Port Seton

To promote active citizenship and community development through volunteering and participation in the Centre's programme with the object of reducing inequality, social isolation and improve community infrastructure and resilience

5. Title of Project Proposal and Project Summary max two lines (to be used in publicity)

Fitness for all - Fitness programmes tailored for individuals with disabilities, health conditions or on a nhs weight loss programme.

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

Those attending will be more confident when using a gym etc and improve their physical well being

Outcome 2

Increased confidence will reduce anxiety around attending gym/exercise programmes.

Outcome 3

7. To which of the Area Partnership Plan priorities does your proposal contribute? Please outline how your application will address inequalities?

Max 400 words

Theme 3 Fair.

Attending the fitness programmes will empower individuals to improve their health and wellbeing both physically and mentally. This will increase options to the individuals within the wider community i.e get involved in groups, volunteering and in some cases improve employability.

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

Max 200 words

The project reduces social isolation. For sufferers of Long Covid the project will help reduce fatigue and build stamina.

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

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.

Outcome 2.2: East Lothian People can live affordably and contribute to a thriving community life in a high-quality environment.

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.

Outcome 3.2: People in East Lothian are enjoying healthier lives.

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

Pre COVID there was a similar project which ran from Port Seton Centre which was very well attended. Members of the community from various backgrounds and ages have asked if there is a project of this nature still at the centre. There has been a demand from those attending the NHS weight loss project to have something to follow on to after their 12 week programme is completed.

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

Max 100 words

We will link in with the link workers at the local Dr's surgeries and NHS programmes. We will also connect with local community groups such as over 60's groups, Stroke survivor groups, local day centres and resilience groups to see if there are any individuals they identify.

❖ How will you promote and publicise your proposal?

Max 100 words

Through local Dr surgeries, local groups such as Dementia Friendly, Chest Heart and Stroke Scotland, Day Centres, Headway and social media.

❖ How will this proposal be sustained, if applicable?

Max 100 words

A small fee will be charged after an agreed number of free sessions has been completed and individuals still want to continue having support with their programme.

Further funding will be applied.

❖ 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

The funding will be used to start up bespoke fitness programmes designed for adults with disabilities or health conditions which will take place at Port Seton Centre using the gym or rooms. This will be carried out by Suzanne Maynard Wellness who ran a similar programme at Port Seton Centre pre covid.

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		Young People	
Adults	10+	Elderly People	5+

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

Children		Young People	
Adults	10+	Elderly People	10+

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

Service user feedback and trainer feedback and evaluation completed.

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

Outcome 1:

Improved physical abilities of users

Outcome 2:

Programme users have confidence to use gym or attend fitness/wellness classes on their own.

Outcome 3:

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

Indicator of success will be when there are individuals completing the programme and others are starting.

13 When will it happen?

Expected Start Date: (Month/Year)	November 2023	Expected End Date: (month/year)	On going
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Finance

14. Amount Requested	£ 900
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15. Total Cost of the Proposal	£ 900
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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
30 x£30 sessions with personal trainer	Suzanne maynard wellness	£900
Total Cost of Proposal:		£

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

Most recent Bank Statements for all accounts (past 3 months)

Does the organisation have a bank account with at least 2 unrelated signatories Yes No

Constitution, Memorandum or Articles of Association

Equalities policy/statement or your commitment to equalities?

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.)

Other supporting documents (if applicable) – :

<p>❖ /we confirm that the information set out in this Funding Proposal Form, any appendices and any enclosed accompanying documents are correct.</p> <p><input checked="" type="checkbox"/></p>	
<p>❖ /we confirm that if funding is awarded, the funds will be used in accordance with the purposes set out in this proposal.</p> <p><input checked="" type="checkbox"/></p>	
<p>❖ /we confirm if there are any significant changes to the proposal or the project/initiative, the Area Manager will be informed immediately.</p> <p><input checked="" type="checkbox"/></p>	
<p>❖ /we confirm that any funds not used for the purpose outlined in this proposal will be returned immediately to the Area Partnership.</p> <p><input checked="" type="checkbox"/></p>	
<p>❖ /we agree to provide an interim report on the agreed date(if required)</p> <p><input checked="" type="checkbox"/></p>	
<p>❖ /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.</p> <p><input checked="" type="checkbox"/></p>	
<p>❖ /we confirm that staff or volunteers delivering this proposal are registered with the Protecting Vulnerable Groups Scheme if applicable? Click here for link</p> <p><input checked="" type="checkbox"/></p>	
<p>❖ /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.</p> <p><input checked="" type="checkbox"/></p>	
<p>❖ /we confirm that the employer will meet IR35 requirements https://www.gov.uk/guidance/ir35-find-out-if-it-applies</p> <p><input checked="" type="checkbox"/></p>	
<p>❖ /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).</p> <p><input checked="" type="checkbox"/></p>	
<p>❖ /we confirm that we meet relevant responsibilities under the General Data Protection Regulation click here and Data Protection Act 2018 click here</p> <p><input checked="" type="checkbox"/></p>	
<p>Signed: <u>Janice Bell</u></p> <p>Designation: <u>Chairperson</u></p> <p>Date: <u>19/08/2023</u></p>	<p>Print Name: <u>Janice Bell</u></p> <p>Date: _____</p>
<p>Applicant or on behalf of the organisation requesting funding</p>	
<p>Signed: _____</p> <p>Print Name: _____</p>	<p>Date: _____</p>
<p>Connected Communities Manager</p>	
<p>When completed please email this form to: areapartnership@eastlothian.gov.uk</p>	