

Appendix 1 - Area Committee Funding Application

PART 1 - Overview

Short description of your project (Max 60 words)

A radio project for migrant, refugee and asylum-seeking women that builds confidence, practises English and teaches new skills in a safe and fun environment. The project gives voice to those that have often been spoken of but have very little opportunity to answer back. We give the women the skills to make their own radio shows and to be part of shows on BBC Radio Suffolk.

Amount of funding requested

£4,795

PART 2 - About your group

Name of Organisation/Group:

Future Female Society

Address:

International House
South Street Studios
South Street
Ipswich
IP1 3NU

Name of person completing application:

Kim Trotter

Contact Address (if same as above leave blank):

Telephone Number:

REDACTED

E-mail Address:

REDACTED

Type of organisation:

Constituted Group	Charity	Community Interest Company	Not for Profit	Private company
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Charity Number:

(if applicable)

Company Number:

(if applicable)

10408046

Date organisation established:

3rd October 2016

What does your organisation do? Please outline the vision, values and main activities:

(Max 500 words)

Future Female Society exists to close the gap in inequalities for women and girls; to raise self-esteem and confidence levels, give women and girls the space to find their voice and recognise their own power, to become leaders of their own lives and within communities. We run projects that are all based around group work and bringing people together. Using innovative and engaging methods we are able to boost resilience; building communication and creative skills in a safe environment.

We run 3 core programmes- More Than Mum, Girls Where You AT? and Women 2 Women Radio as well as working in schools and businesses.

More Than Mum: Is a 10-week intensive self-development project that supports mums to work out their next steps. To regain their identity and move into work, education, training or volunteering. Our participants are women who have experienced multiple disadvantages, such as fleeing DV, past addiction issues, anxiety and mental health problems. Attendees have gone onto attend college, secure employment, volunteer, complete training, leave abusive relationships and begin new lives.

Girls Where You AT? Is a weekly youth project that uses media to engage and support girls from a variety of backgrounds to find their voice. We use radio, music, media, performance to build confidence, explore issues of importance to young girls, connect with

role models and take part in community events. Girls on the programme report and increase in confidence and a willingness to explore and face new challenges. Many of our girls go into college and university where previously they may not have done, and we have had some come back and volunteer with us.

Women 2 Women Radio: Is a radio project for migrant, refugee and asylum-seeking women. The project is a weekly session that explores issues that affect women and migrant women in particular. The project upskills the women, improving their English and teaching them new skills in communication, organisation, planning, team building and IT. It also builds confidence and involves them in community events they may not have been involved in before, such as May Day, Global Rhythms, Ipswich Music Day and FFS Fest.

We have engaged with over 500 Women and girls so far this year through our various workshops, programmes and events, these have included More Than Mum, Girls Where You AT, Women 2 Women Radio, Club Aspiration, talks and assemblies in schools and colleges, our Health and Happiness Brunch, panel discussions at various events, coffee mornings and FFS Fest. The woman and girls we support are from a variety of backgrounds. The women and girls we support directly all say our programmes provide a renewed sense of purpose and give them confidence to face new challenges.

We won Learning Project of the Year 2018 at the Suffolk Adult Learning Awards for our More Than Mum project. We were also recently awarded a certificate of recognition from the High Sheriff of Suffolk for services to the community during Covid.

Our More Than Mum Volunteer won Volunteer of the Year at the Suffolk Adult Learning Awards in 22

Does the organisation/group have a recognised governing document e.g. constitution, memorandum etc.?

Yes ☒ (please attach) No ☐

Does the organisation/group have a committee with at least three members?

Yes ☒ No ☐

Does the organisation have a bank account in the organisation/group's name?

Yes ☒ No ☐

Has your group/organisation previously received Area Committee funding for the same or similar project in the last 3 years? Yes ☐ No ☒

If yes, please provide the amount and date received:

Date	Amount (£)

Are you registered on **InfoLink**? If not, think about joining the single directory for Community & Voluntary Sector services and groups in Suffolk. It's quick and free to register. Find out more here.

<https://infoLink.suffolk.gov.uk/>

PART 3 – Why is your project needed?

What is the need for your project? Who will be helped?

Please relate this to the relevant [Area Committee Action Plan](#)

A raft of data regularly shows that women and girls are disadvantaged in our society especially women of colour. Compared with White British men, WoC consistently earn less per hour with pay gaps ranging from 10% for Indian women to 28% for Pakistani women.

At school, Black girls are twice as likely to be permanently excluded compared to white girls, and are placed in lower sets than warranted by their ability

When attempting to enter the workforce, ethnic minority candidates had to send 60% more job applications to receive as many calls backs as White British people

Ethnic minority graduates are significantly less likely to obtain employment six months post-graduation compared to white graduates. This is concerning whereby early unemployment is linked to 20-25% lower earnings per year when employed

Across all sectors, there is a higher percentage of people of colour in low-grade positions, reducing drastically in proportion the higher up the career pipeline we go

One-third (31%) of WoC report being unfairly passed over for or denied a promotion at work.

Just under one-third of WoC say they have been unfairly denied training or development opportunities which would enable promotion. This rose to more than half of disabled WoC (52%).

At senior leadership stage, WoC report that the leadership and communication styles of white women are more positively perceived than their own and having to change to fit into the organisational culture to gain seniority.

Whilst women make up 6% of CEOs of FTSE 100 companies and 35% of civil service permanent secretaries, not a single one of these are women of colour.

A survey commissioned by BBC Radio 4's Women's Hour and carried out by The National Centre for Social Research Analysis placed Ipswich 357th out of 380 local authorities as a good place to live as a women or girl when they factored in issues such as the gender pay gap and education.

Ipswich - Overall rank: 357 out of 380 places

RANK ON INDIVIDUAL MEASURES:

INCOME

332 out of 380

HOUSING AFFORDABILITY

121 out of 380

WELLBEING

341 out of 380

SAFETY

338 out of 380

EDUCATION

312 out of 380

Our project supports the development of women and girls and we passionately believe that by providing equal access for women and girls at every level in our community is vital for a healthy inclusive society.

Woman 2 Woman Radio focuses specifically on migrant women and migrant women of colour, it provides education and essential transferrable skills.

Woman 2 Woman Radio has run twice as a short- term project. We now have a group of women who wish to continue and expand the project and recruit others. Our project is inclusive of women from a diverse range of backgrounds including those facing multiple disadvantages from social exclusion. The women are generally between the ages of 20-45 and are migrant, refugee or asylum- seeking women.

The project upskills the women, improving their English and teaching them new skills in communication, organisation, planning, team building and IT. Through our partnership working with ICM we are able to build on sessions the women may have had in ESOL classes. I (Kim) am also a trained teacher and have an ESOL qualification so am able to use this in sessions where we look at things like interviewing and communication skills, use of open and closed questioning techniques, how to structure and plan a radio show.

It also builds confidence and involves them in community events they may not have been involved in before, such as May Day, Global Rhythms, Ipswich Music Day and FFS Fest. This project idea has come from women involved in a current radio project where we have been partnering with local organisations including The Hive, Ipswich Community Media, Suffolk Refugee Support, Volunteering Matters, IO Radio and BBC Radio Suffolk.

Our Woman 2 Woman Radio Project provides a space for women of different backgrounds to come together, helping to mitigate the effects of the pandemic in the Area, building friendships and combatting isolation. When you bring women together who have had similar experiences and you hold space for them to talk and share, you empower them to be themselves. We create a shared group agreement around what the sessions look like and we hold confidentiality and empathy at our core.

The project meets weekly for facilitated sessions around creating content, structuring shows, conducting interviews and learning the technical skills, we then begin to bring in guests, go out and conduct interviews etc. We have also, through Cad Taylor, been able to use the BBC studios to record and to speak to journalists at the station to learn from them.

What evidence do you have of this need?

Please include results of any consultation

We are working in Westgate Ward, which is in the top 20% most deprived wards in the country. The Income Deprivation Affecting Children Index score for Westgate reveals that nearly 30% are living in families that are income deprived. There is low quality private rented accommodation, endemic poverty and a transient population.

Our main consultation has been with the women of the project who all live in central area. They have spoken to us of their experiences of living in and around the area as migrant women.

They have spoken of their Isolation. Of their difficulties and fear from not being able to speak the language. Of their unsuitable housing and issues with landlords. Their lack of friendships and opportunities and their experiences of prejudice and racism.

W2W Radio is a space they can not only share these experiences with each other but be supported to create content for the radio which contests and counters some of the perceptions held and also gives them a sense of self-worth and purpose.

One participant said, "W2W Radio has become the highlight of my week...a bit of 'me time' to meet up with my new friends, be inspired by their experiences & skills...& learn from them.

Also, a great opportunity to do things that I have never done before; live interviews, recording podcasts...all under a supportive umbrella of safe & secure female companionship".

Another said, "W2W mean a lot to me, is a chance to meet up with other women and make friends and we share each other ideas I feel happy when I meet up with other women."

PART 4 – How will your project work?

Please describe your project and how it meets the need (max 500 words)

Our project works with refugees, asylum seekers and a broad range of migrant women including Kurdish, Afghani, Iranian, Pakastani, East European and other migrant women from central Ipswich.

We will run 2 hr weekly sessions between some of our partner organisations, The Hive, IO radio Studios at South Street and BBC Radio Suffolk for 12 weeks.

We currently have a group of 7 women who have been through an initial programme and want to help train others and create radio shows. We want to support 15 women to learn how to produce and present their own radio shows / podcasts which will go out on our local Ipswich On-Line (IO) radio station and on BBC Radio Suffolk.

As outreach, to recruit new members, the project will run 4 sessions in situ between Suffolk Refugee Support/ICM ESOL/Chat and Chill where we will do some basic interview skills and create a small piece of radio. This will be followed by 8 weeks of 2-hour sessions at The Hive/IO/BBC Radio Suffolk where we will be learning how to record and edit, present, interview, research, plan and use our relevant IT skills. Alongside this they will be learning and practising English in a completely new and exciting way.

We will also run some weekend open workshops where anyone of any level of interest can come along and visit the studio and be part of a fun event of activities, such as creating a jingle or radio advert. These events will be led by the participants where they will have the opportunity to 'teach to learn' and share with others what they have learned.

Two of our directors' work at BBC Radio Suffolk, and are committed to partnering with us, Therefore, as well as creating shows for IO Radio we will be directly working with the BBC's 'Belongings' Programme.

We have already successfully run this project twice and are seeking this funding to continue to see it grow. The first time was in 2018 and we reached over 45 women through sessions at ICM and SRS with 10 women becoming part of our weekly sessions at IO Radio. Our plan to build on this was scuppered by the pandemic. We deferred some funding we had received in the hope it would be over quickly but in the end we ran sessions on Zoom during 2021. As you can imagine outreach recruitment etc was very difficult but we created some fantastic content on the importance of cervical screening, health and well-being and looking after your physical and mental health and forced marriage. Once we were able to get back into the studio the project grew again through weekly sessions. One recruit, J had come to us through a local employment fair. She had been isolated and suffering with poor mental health and anxiety following a divorce and the pandemic. J was isolated and not engaged in any meaningful way with her local community or the wider community of Ipswich. She joined the project and discovered she was a very talented interviewer and presenter and that she had a passion for radio. The project also opened up a host of opportunities for her. Since joining she has become a volunteer at ICM in their ESOL classes. She is also volunteering on The BBC Belongings show. Her children have joined the ICM South Street Kids Project and with FFS she has been part of May Day, Global Rhythms and FFS Fest. She says," My self-esteem and confidence has improved so much. I am so happy to be part of W2W Radio. I want to be a role model to other women, to encourage them to do whatever they want. My plan is to create more radio with the wider community to uplift, encourage, motivate and support. To link people together".

What risks have you identified for your project and how will you manage them?

1: Project does not deliver client needs.

Steps to mitigate risk: Course co-produced with participants. Programme already successfully delivered and evaluated. Adequate mechanisms for user feedback and assessment. Extensive list of referral agencies and partners already in place.

2: Difficulties with partnership working:

Steps to mitigate risk: The project already has a good working relationship with other services. A gap analysis and clear information sharing protocols will assist inter-agency and multi-agency arrangements.

3. Sustainability of project

Project sustainability will be achieved through the continued support of the volunteers that we have recruited to the project and who will carry on with their radio work. In addition once participants are upskilled and engaged they will have the opportunity to continue organise to meet and record content for W2W Radio.

Finally our broad range of partnerships that we have established over the years will continue to support the social activities of the women we have worked with.

The clear evidence of need and the success so far of this type of project activity along with our funding experience lead us to be confident for the future.

4. Safeguarding of asylum-seekers and refugees.

Safeguarding is embedded in organisational culture, led by the Board of Directors with all staff taking responsibility for ensuring services are delivered in a safe environment. All staff and volunteers have enhanced DBS checks.

Safeguarding is a standing agenda item for directors', managers' and team meetings - policies are in place and are reviewed at least on an annual basis for both young people and vulnerable adults.

The policies are accessible to all staff, volunteers, beneficiaries, young people, vulnerable people, carers and visitors. We have fully trained Designated Safeguarding Leads and Safeguarding Deputies who receive regular training on Safeguarding practice up to a minimum of Level 2 from nationally recognised and accredited training providers.

We also have Confidentiality and Data Protection policies – which are now compliant with GDPR and we are registered with Information Commissioners' Office.

All staff are inducted in the Safeguarding policies for both young people and vulnerable adults. In addition, all staff and volunteers regularly undertake Safeguarding training to ensure that beneficiaries are engaged in a safe environment.

5 Ensuring that the project will reach the target demographic and residents in Central Ipswich rather than the whole of Ipswich.

As previously mentioned, we have exceptional links with partner organisations in central Ipswich and with schools as well as living and working in central Ipswich myself. Therefore, outreach and marketing will be targeted at these areas specifically and we will recruit only from these areas.

Does the organisation/group have a safeguarding policy in place?

Yes ☒ (please attach)

No ☐

Not applicable ☐

How many beneficiaries will benefit from the project?

We will expect to reach 15 women between the ages of 25- 45 from central Ipswich. Westgate Ward, Alexandra and St. Margaret's Wards directly during the project. A further 15 + as a result of contact with us during events etc from the same wards and other parts of Ipswich.

How will potential beneficiaries be made aware of the project?

We have a great relationship with many partners who we have worked with in the past, such as ICM who are delivering ESOL classes. We will visit the sessions to promote the project. We will also go to Suffolk Refugee Support and offer to do sessions in situ. There

are also other organisations such as Realise Futures and Chat and Chill. We will also ask our current participants to spread the word and recruit new members. We will also use our social media channels and have promotional flyers / posters created.

How will your project affect people from different backgrounds? Have you considered how to make your project fair for everyone in relation to the Equality Act of 2010?

Our project is solely aimed at those from different backgrounds.

Please describe how you will minimise the environmental impact of your project

Future Female Society, encourages its staff and volunteers to:

- **Re-fuse** – avoid buying materials which have a harmful environmental impact
- **Re-duce** - reduce waste and the usage of energy resources
- **Re-use** - re-use waste materials when possible
- **Re-form** - re-use materials in a different form
- **Re-cycle** - re-use materials as resources.

We also encourage environmental best practice amongst our members and stakeholders.

We are continually looking to improve the way we work to be more environmentally friendly in what we use and produce.

PART 5 – Costs & Funding

Please provide a breakdown of project costs and enclose quotations from suppliers where applicable:

Description of expenditure	Cost (£)
Training sessions Specialist Trainer 1 £35 phx 2hrs x 12 hrs x weeks = £840 Preparation hours -£35 x 1 hrs pw x 12weeks = £420	£1,260
Project Co-ordination <ul style="list-style-type: none"> • £25 per hour x 3hrs per week x 12 weeks = £900 • <i>Recruitment, support planning sessions, booking venues, contacting guests, arranging interviews/visits, monitoring WEMWEBS, co-ordinating events and celebration event.</i> 	£900
Project Management <ul style="list-style-type: none"> • £25 per hour x 2 hrs per week x 12 weeks = £600 • <i>Project vision and strategy, Governance and compliance. H&S, Risk Assessments. Ensuring project meets statutory</i> 	£600

<i>requirements of inclusivity and safeguarding. Monitoring reports and evaluation of project.</i>	
Project Administration <ul style="list-style-type: none"> • £20 per hour x 3 hrs per week x 12 weeks = £720 • <i>Project communication – with participants and partner organisations, keeping records of participant attendance, monitoring and inputting data, apportioning finances appropriately, monitoring expenses and keeping financial records.</i> 	£720
Publicity and marketing - estimated printing/web etc	£250
Venue Hire. 2 hrs x 12 weeks x £20	£480
Materials/consumables	£185
Events - graduation events	£200
Staff and Volunteer Training <i>Staff training is for updates in studio equipment/ software/editing, use of the portable podcasting equipment as well as training at BBC for studio / software use.</i> <i>Staff and Volunteer training includes basic safeguarding, Health and Safety and any other appropriate training, such as Mental Health First Aid Course and a First Aid at work Course.</i>	£200
Total project costs	4795
Total amount requested from Area Committee	4795

Please attach any quotations obtained for large purchases

How will any remaining costs be met?

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Please show in the table below how much funding you have already secured or are currently applying for towards the project:

Name of Funder	Amount of funding requested	Granted (yes/no)	Waiting for outcome (yes/no)

How will the project be sustained after the funding has been spent?

FFS directors have many years' experience of developing, funding and running successful learning, volunteering and community development projects that have included European, Lottery and Government funded projects. We have won numerous awards for our work in a wide range of disciplines.

FFS staff have a strong foundation of experience in sourcing different funding streams and we are confident of securing further funding by the end of these workshops.

The clear evidence of need and the success so far of this type of project activity along with our funding experience lead us to be confident for the future.

Project sustainability will be achieved through the continued support of the volunteers that we recruit to the project and who will carry on with the radio work. In addition once participants are upskilled and engaged they will have the opportunity to continue to organise regular podcast/recording sessions independently.

PART 6 – Supporting Information

Please attach your supporting documents as appropriate to your application

All Grants

- ☒ Recognised governing document e.g. constitution, memorandum, Charity or Community Interest Company registration etc.*
- ☒ Proof of bank account in the name of the organisation (e.g. bank statement or letter)
*
- ☐ Results of consultation (if applicable)
- ☒ Safeguarding policy (if applicable)
- ☐ Quotations for project costs (if applicable)

Medium & Large Grants (£1,000 over)

- ☒ Yearend accounts *

If no yearend accounts are available (for instance if you are a new group), please provide a copy of your accounts to date and a scan of your latest bank statement

Large Grants (£5,000 and over)

- ☐ Business plan or similar document setting out your plan to sustain your organisation & project.*

* required, as appropriate to grant size.

PART 7 – Monitoring your success

The Area Committee will require progress reports during the life of the project, what methods will the organisation use to measure success of the project?

For all our projects we keep records of who the participants are, where they have come from what is their attendance, and we track their progress.

We do this through a couple of methods; one is WEMWEBS the Warwick-Edinburgh Mental Wellbeing Scale which tracks peoples mental wellbeing and confidence. We ask participants to record their scores at the beginning and the end of the project which gives us an extremely clear picture of how the project is supporting and impacting them.

We also take pictures, conduct interviews and create case studies with the women which we would be happy to share with you alongside recordings of shows/ features etc..

PART 8 – Terms & Conditions

Any misleading, incorrect statement, or fraudulent action or statement at any stage of the application process, whether deliberate or accidental, may render the application invalid and require the repayment of Area Committee Funding in full if paid or the withdrawal of the Area Committee Funding offer.

Applications found to be fraudulent will be reported to the police.

The Area Committee Funding will be used for the purpose set out in the approved report or as amended with the agreement of the Area Committee and the applicant organisation.

Any Area Committee Funding awarded will not be increased in the event of an over spend.

Applicants should note that the award must be acknowledged as Ipswich Borough Council Area Committee Fund and must comply with any reasonable requests relating to publicity.

Any organisation awarded Area Committee Funding shall be subject to monitoring, which could involve site visits and the collection of statistics.

The applicant will forward to the Communities Team, performance information within 6 months or on completion of the project. Failure to submit this information may render the applicant ineligible for further Area Committee Funding and may be asked to repay the funding in part or full.

We confirm that all staff / volunteers working with children, young people or vulnerable adults have had the relevant DBS checks completed (applicable where appropriate).

Area Committee monitoring and evaluation helps us to ensure that funding is spent in accordance with Area Committee guidelines. You will be sent a link to an online form following the completion of your project, or bi-annually until your project is complete.

Please note that your declaration confirms that you have read and accepted the terms and conditions for Ipswich Council Area Committee Funding.

We require the signatures of two people authorised to sign on behalf of your group (that are not directly related to each other).

Signatures

We, the undersigned, on behalf of the applicant organisation/group understand and agree that:

- We are authorised to complete this application on behalf of our organisation/group.
- We have the power to accept the Area Committee funding awarded to our organisation/group subject to the terms and conditions listed and the power to repay the Area Committee Funding in the event of any funding condition not being met.
- This funding application falls within the objectives of our group or organisation.
- All staff / volunteers working in a position of trust with children, young people or vulnerable adults have had the relevant DBS checks completed.

Signed by authorised signatory (1): REDACTED	Signed by authorised signatory (2): REDACTED
Date: 16/08/22 Name: Kim Trotter Position: Founder/CEO	Date: 16/08/22 Name: Bruce MacGregor Position: Director

Please return your completed form to the Community Engagement team at Ipswich Borough Council:

e: communities@ipswich.gov.uk

James Turnbull,

t: 01473 432224 e: james.turnbull@ipswich.gov.uk

Sloane Potter,

t: 01473 432225 e: Sloane.potter@ipswich.gov.uk

Laura Cooledge,

t: 01473 433273 e: laura.cooledge@ipswich.gov.uk