

# Appendix 1 - Area Committee Funding Application

## PART 1 - Overview

Short description of your project (Max 60 words)

We would like to install a 'Before I Die' wall (<https://beforeidieproject.com/>) on the Waterfront in Ipswich for the month of May. Before I Die is a global art project that invites people to reflect on death and share their personal aspirations and thoughts in public by writing them on a chalkboard.

Amount of funding requested

£1,400

## PART 2 - About your group

Name of Organisation/Group:

St Elizabeth Hospice

Address:

565 Foxhall Road

Ipswich

Suffolk

IP3 8LX

Name of person completing application:

Redacted

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 checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Charity Number:

(if applicable)

289154

Company Number:

(if applicable)

Date organisation established:

1<sup>st</sup> May 1984

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

(Max 500 words)

St Elizabeth Hospice improves life for people in East Suffolk, Great Yarmouth and Waveney living with a progressive illness or life limiting condition. Every year over 3,500 patients and their families receive care from St Elizabeth Hospice. Our work is centred on the needs of each individual, which means specialist support, whenever and wherever it is required; whether at home, in the community or at the hospice. Through medicine and therapies, we ease pain and help families make the most of the time they have together.

We are a prominent and well respected charity at the heart of the local community. We believe that every person facing death should have the best quality of life possible, experience dignity, peace and comfort and be supported to make the choices that are right for them. Every month, over 100 St Elizabeth Hospice patients complete their life's journey in our care.

The hospice is rated 'Outstanding' by the Care Quality Commission and we employ over 300 staff who make up a multi-disciplinary team of consultants, doctors, nurses, care assistants and therapists as well as corporate services to run the organisation and income generation.

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](#)

One of St Elizabeth Hospice's strategic objectives is to work in partnership with our community to help and equip them to better support each other through life limiting illness. We have been developing Compassionate Communities to help us fulfil this objective and this project will enhance our ambition to widen its reach.

Compassionate Communities aim to break the taboo about death and dying by supporting people in their local communities and improving end of life care and bereavement support for the whole community. By supporting each other, we can help bring confidence to difficult conversations and help people at the end of their life. Bringing local residents, schools, businesses, groups and healthcare services together, Compassionate Communities is a network to promote and support kindness, friendship and a collaborative approach to caring for one another at times of health crisis and personal loss.

Compassionate Communities will:

**Open up conversations about death, dying and loss** - for example, through events and death cafés

**Improve death literacy** - the practical know-how needed to plan end of life care

**Share opportunities to support each other** – for example, through free Compassionate Conversations training for all

**Engage local people and groups who may not have access** to resources and support

**Work in collaboration with the whole community** - connecting with other groups, organisations, networks and local services

The 'Before I Die' wall project will align with both the 'health and disability' and the 'education, skills and training' priorities from the Central Area Action Plan.

The 'Before I die' wall will help to improve the mental health and wellbeing of the local community by offering them a creative outlet to express themselves and to address their fears, worries, goals or aspirations for the future. Death is a normal part of life and yet having conversations about death and dying can be very difficult. 'The Before I Die' wall project will help us to open up those conversations and get people talking and thinking about what is really important to them. It will also create a real talking point for the town and be a fun, interactive way of engaging with our local community and spreading the hospice message.

The wall will also aid people's understanding of hospice services and the support available to them by displaying a QR code which, when scanned, will hold further information on St Elizabeth Hospice services. This information will help to educate the community about hospice services and signpost them to other support services including wellbeing and bereavement support. The QR code will also hold more details on Compassionate Communities and how to access opportunities like Compassionate Conversations training. The training is aimed at helping people (aged 18+) build the skills and confidence to enable open, honest and sensitive conversations around end of life, loss and bereavement, whilst identifying ways to help and support others. This will create a lasting legacy of the project and extend its reach well beyond the month of May.

Here are a selection of entries from 'Before I Die' walls around the world.

### **Well-being**

"Abandon all insecurities" (New Orleans)

"Come to terms with who I am" (Washington)

"Stop being afraid" (Jerusalem)

"Find closure" (Erfurt, Germany)

"Slow down for a moment and maybe even stop" (Portsmouth, New Hampshire)

"Feel comfortable in my skin" (Burning Man festival)

## **Love**

"In New Orleans, someone wrote, 'Before I die I want to eat a salad with an alien,' and someone else drew an arrow and wrote 'Before I die I want to marry this person,' " she said.

"Love recklessly again" (New Orleans)

"Find my other half" (Madrid)

"Accompany him forever" (Chung-Li, Taiwan)

"Be loved unconditionally" (Jersey City, New Jersey)

## **Travel**

"Ride my bike up the top ten highest mountains in Thailand" (Chiang Mai, Thailand)

"Visit Venice with the love of my life" (Auckland, New Zealand)

"Drive Route 66" (Melbourne, Australia)

## **Family**

"See where my grandma grew up" (Townsville, Australia)

"See my parents again" (Erfurt, Germany)

"Speak with my children one last time" (Cordoba, Spain)

"Make my parents proud" (Burning Man festival)

"See my daughter graduate" (New Orleans)

"Raise good kids" (Charleston, South Carolina)

What evidence do you have of this need?

*Please include results of any consultation*

Studies indicate that more than 70% of us avoid talking about death and yet we will all be impacted by death and dying multiple times as carers and as people living with bereavement or facing our own death. As a result of our reluctance to talk about death, those who are dying and those close to them, can feel socially isolated and lonely. Attitudes to death and dying need to change – change happens when we start talking about what is important to us and relearning what happens at end of life.

Before I Die is a global participatory public art project that reimagines our relationship with death and with one another in the public realm. It will help to open these sometimes difficult conversations and encourage people to talk about what really matters to them.

## PART 4 – How will your project work?

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

After losing a close friend to liver failure, artist Candy Chang from New Orleans spent a lot of time thinking about how she wanted to live out her days. Contemplating death brought clarity to her life, but she struggled to maintain perspective amid the daily grind. She wondered whether other people went through the same struggle, and what mattered to them. She decided to invite others to share those thoughts by painting a chalkboard on the side of an abandoned house in New Orleans stencilled with the sentence “Before I die I want to\_\_\_\_\_.”

What began as an experiment in making a public space into a shared space has become a global art project, with more than 400 “Before I die” walls in 60 countries and 25 languages. Before I Die has been described as “one of the most creative community projects ever”

We would like to install a 'Before I Die' wall at Ipswich Waterfront for the month of May. The wall will be to the left of Dance East in front of old industrial buildings. The wall size will be 10m in length and 2.5m high. May is an important month for the hospice as we hold our biggest fundraiser, the Midnight Walk on Saturday the 20th of May and May is also the month that Dying Matters week falls in. During Dying Matters week which takes place from 1 – 7<sup>th</sup> May, we encourage our local community to get talking about death and dying. The Midnight Walk route will see up to 2,000 participants come along the Waterfront and past the wall giving them a wonderful, poignant opportunity to write on the wall and consider the things that matter most to them.

We will recruit a team of volunteers from the IP1 area to visit the wall regularly to ensure that there are no problems with the wall and to wipe it clean so that more people can use it. We currently have 111 active volunteers in the area so we do not see a problem with recruiting enough people to work on the project.

### Outcomes

Open up conversations about death, dying and loss – The Before I Die project will increase people's confidence to talk about death, dying and loss in a more open way.

Enable emotional expression – The Before I Die wall will give the local community the ability to express their thoughts and feelings publicly and to get talking about what really matters to them.

Signposting to other support services – On the wall there will be a QR code which, when scanned will take the user to the hospice website with details on our services, including wellbeing and bereavement support and how to get involved in Compassionate Communities.

Raise awareness for St Elizabeth Hospice and Compassionate Communities– This project will enable us to engage positively with our local community and reach hundreds of people who may not already have a great understanding of hospice services and our Compassionate Communities mission.

Increase footfall to the Waterfront in Ipswich – This project will hopefully become a real talking point and will increase the number of people walking along the Waterfront who may visit other venues.

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

The only real risks are the potential for inappropriate words and graffiti to be written on the wall. We will mitigate this by having a team of volunteers from the IP1 area who will regularly check the wall and remove anything inappropriate. They will also clean the wall every couple of days to enable more people to write their thoughts and feelings on the wall.

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

Yes ☒ (please attach) No ☐

Not applicable ☐

How many beneficiaries will benefit from the project?

This is very hard to quantify but we would expect hundreds of people to benefit from this project. Even if people don't choose to write on the wall, we hope that just by reading what has been written or scanning the QR code, they will benefit from it.

How will potential beneficiaries be made aware of the project?

We will advertise this project internally and externally on our website and social media channels. We also plan to send out a press release. This project has not been done locally before so we hope that it will generate a lot of interest.

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?

St Elizabeth Hospice is a hospice for all. We believe that everyone who accesses hospice services should receive outstanding care regardless of their age, race, socio-economic situation, gender, nationality, sexuality, disability or beliefs. For our patients, family members, staff members, volunteers and supporters, we are actively committed to ensuring we are inclusive and understanding to everyone from all backgrounds. This project is open to everyone in our local community and we hope it will be a vehicle to bring different communities together uniting in one cause.

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

This project will have very little impact on the environment.

The wall will be painted with chalk paint which will be sourced locally.

Stencils will be sourced from the UK.

We will also ensure that no paint spillages occur and that all excess paint is disposed of correctly.

## PART 5 – Costs & Funding

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

Description of expenditure	Cost (£)
Permissions, consultation and support from Eat Art for the wall to be in place	£1,000
Materials	£250
Volunteer expenses	£150
<b>Total project costs</b>	£1,400
Total amount requested from Area Committee	£1,400

Please attach any quotations obtained for large purchases

How will any remaining costs be met?

n/a

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?

The project is time limited but the lasting legacy of the project will be the awareness raised for the hospice, its services and the support available to our local community.



## 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?

We will measure the success of the project by asking the volunteers to gather feedback from people who write on the wall or who read the entries. We will also be able to measure the success of the project by the number of scans the QR code has received and how many click throughs it generates.

## 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):	Signed by authorised signatory (2):
Redacted	Redacted

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