**HULL 2017 AND WELLCOME DEVELOPMENT GRANTS PROGRAMME**  
**END OF PROJECT REPORT**

**GENERAL INFORMATION**

|  |  |
| --- | --- |
| **PROJECT NAME:** | **Bringing breathlessness into view** |
| **PROJECT LEAD:** | Ann Hutchinson |
| **REPORT DATE:** | 13/11/17 |

**INTRODUCTION**

Everyone who receives a grant from the Hull 2017 and Wellcome Development Grants Programme must complete this End of Project Report. Please read it straight away – you will need to collect the information throughout the lifetime of your project.

Please refer to your Agreement, and any changes you agreed with us, when you complete this Report.

This End of Project Report tells us:

* What has happened during your project as a whole;
* Your final income and expenditure figures;
* What you have learned from the project, how you have adapted to these learnings, and what you plan to do with this learning in future.

We will send you a separate online survey about you and your partners experience of the Hull 2017 and Wellcome Development Grants Programme as a grant recipient. We will process the information you give us to understand:

* The outcomes and impacts of our grant and support on your organisation;
* The effectiveness of our services and grants administration; and

We also use this information to report to our funders.

Please email this activity report to: wellcome@hull2017.co.uk

1. **PROJECT REPORT**

Please provide a brief update (3 or 4) sentences on each of the following areas to let us know how your project went, what you’ve learnt and how well we supported you.

**WORKSHOP PLANNING, DEVELOPMENT TIME WITH PARTNERS AND PROJECT MANAGEMENT**

Workshop planning:

The workshops were planned by AH, AB and MJ involving 5 hours of planning time.

Development time with partners:

A meeting was held with the RSG to discuss how the workshop should be (2 hours).

Project management:

AH managed this project and was responsible for all aspects of organization taking approximately 20 hours. Two workshops were conducted (21/8/17 at Castle Hill and 29/8/17 at the Freedom Centre).

What we’ve learnt:

We found the workshops very useful as they showed that the participants were interested in the idea of the exhibition and had much to contribute to its design. They described what it was like to be breathless (frightening, isolating, embarrassing, wearing and limiting), what helps them with the breathlessness (pacing, yoga, breath control, accepting help, planning ahead, pacing, distraction and keeping positive) and how others can help them (go out and about together, allowing time for activities, giving space, being patient and not giving up on them).

Participants also suggested venues for the exhibition (Breathlessness bus, libraries, health centres, art galleries, shopping centres, on the net and at the university), how to publicise the exhibition (radio humberside, on buses, GP waiting rooms/health centres, shopping centres and libraries) and what to include alongside the photographic exhibition (quotes/stories from breathless people and their carers, nurses doing healthchecks, symptoms to look out for, information on support groups/pulmonary rehabilitation etc., easy read information leaflets, an opinion board for feedback and someone recording people’s reaction to the exhibition).

Key messages to give to the public included: Just breathe, Never give up, Think positive, Try and do as much as you can for as long as you can and One day at a time.

Participants worked with AB and AH to work on some initial ideas for images to include in the exhibition and AB has worked up some sketches to illustrate them-please see attached images.

HOW WELL WE’VE BEEN SUPPORTED

We feel well supported by the Wellcome trust and by Sarah, thank you for the opportunity to carry out this preparatory work.

**COMMUNITY ENGAGEMENT**

Support group meetings were attended by AH to explain about the workshops and invite participation (BLF Breathe Easy (7/7/17), Hull and East Riding Respiratory Support Group (1/8/17) and ILD support group (7/8/17). Many of the people at these support groups then participated in our two workshops and some have agreed that they would like to be involved in the creation of an exhibition to bring breathlessness into view if we gain further funding.

**ARTIST ENGAGEMENT**

*Does the project allow for artists to engage with health research for the first time?*

AB has had one previous experience of working on a health related project, but this project has offered her a new opportunity to engage with health research and now we have formed a team we intend to develop a grant application to fund the creation of the exhibition together.

AB was integrally involved throughout from planning, to delivery, analysis and planning the next step.

**BUDGET**

In this section we ask for a final summary of the income and expenditure of your activity to date.

Pleasecomplete the Budget Template provided. The template includes instructions on how to complete it.

**Please use the space below for any comments and supporting information.**

Please see the attached template. All the prices we have put in the table include the VAT we were charged.

**Specific Requirements - VAT**

If you are registered for VAT, your expenditure figures should not include VAT that you can claim back. If you are not registered for VAT, your figures should include VAT. You may need to get advice from your own accountant or the relevant tax office. For information about VAT and other taxes, contact HM Revenue and Customs (HMRC) through their website at [www.hmrc.gov.uk](http://www.hmrc.gov.uk)

**B. MONITORING & EVALUATION REPORT**

1. **PROJECT MILESTONES**

**Please tell us how you did in achieving the key milestones\* for your project. Please insert you’re your project specific activity milestones in the table below. These should reflect the original proposal and include any revisions to those milestones.**

**\* Examples of key milestones include, number of project team meetings, workshops/sessions held with the community and number of participants etc**

|  |  |  |  |
| --- | --- | --- | --- |
|  | **ORIGINAL TARGET\*** | **REVISED TARGET\*** | **TOTAL\*** |
| **PROJECT VENUE/LOCATION** | | |  |
| HU1 – HU9 | 1 | 1 | 1 |
| Not HU1 – HU9 | 1 | 1 | 1 |
| **Project Milestones/Activity** | | |  |
| *Workshops have been held at two venues* | 2 | 2 | 2 |
| *Participants attended each workshop* | 15-20 per workshop | 10-15 per workshop | 29 in total |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

**\*Original target: target(s) listed within your contract  
\*Revised target: new suggested targets now that your project planning and delivery is underway  
\*Total: final figures for the project as a whole**

**Please attach any additional information you feel would support your End of Project Report, this could include evaluation from community participants, creative material , support for further development of the project etc.**

1. **Project Team**

**Who was involved in developing your project? Please include yourself and your partners including any freelancers that you contracted for this project.**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | **TOTAL NO. INDIVIDUALS** | **TOTAL NO. OF DAYS WORKED** | **TOTAL NO. OF HU1-HU9 RESIDENTS** | **TOTAL NO. OF DAYS WORKED BY HU1-HU9 RESIDENTS** |
| **CATEGORY OR ROLE** | | | | |
| Project Lead | 1 | 5 | 1 | 5 |
| Artists | 1 | 3 | 1 | 3 |
| Health Researchers | 1 | 1 | 0 | 0 |
| Community Partners/Groups | 29 participants | 29 | 21 | 21 |

**Thinking about your project as a whole, what would you say have been the main successes and challenges for you and your project delivery team (approximately 500 words):**

**This can include formal and informal feedback given to you by staff and / or your own observations. You can use notes or minutes from project team meetings; informal conversations; emails etc. to inform this.**

Successes:

We recruited a good number of participants from the local support groups.

We achieved our aim of gaining participants’ views on how to develop an exhibition to explore what it is like living with breathlessness so that the public can gain knowledge of this difficult symptom and how it affects people’s lives.

Our workshops were well prepared, the methods we used to elicit participants’ views were effective and the participants were enthusiastic about the project giving many ideas on how it should be developed.

We developed some preliminary images that came from participants and have included them with this report.

We worked well together as a team and now plan to develop a funding application to create the exhibition based on this preliminary work.

Challenges:

People with breathlessness find it hard to attend activities outside their homes for a number of reasons and so with that in mind we planned the timing of the workshops to start late morning giving them time to start their day gently. Additionally we hired two venues that participants were already familiar with and so they knew where to park, how to gain access to the room, where the toilets were and there were no problems with disabled access. Overcoming the initial wariness of some of the breathless participants about the idea of the exhibition by further explanation and involvement in these planning sessions meant that many people have now signed up saying they’d like to be involved in making the exhibition if we get funding.

1. **Community Engagement**

Where possible we would like to know more about the demographics about the communities that you were engaging with:

|  |  |  |
| --- | --- | --- |
| **TYPE OF ENGAGEMENT** | **TOTAL** | **% FROM HU1-HU9 (please include first 3 digits of postcode)** |
| Number of participants\* | 29 | 72% |
| Type of Engagement Activity (please list) | Attended workshops |  |
| **TOTAL BENEFICIARIES** |  |  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | **TOTAL** |  |  | **TOTAL** |
| **AGE GROUPS – Comm unity Engagement** | |  | **DISABILITY/LONG TERM ILLNESS – Community Engagement** | |
| 0-2 years |  |  | Yes | 29 |
| 3-5 years |  |  | No |  |
| 6-10 years |  |  | Prefer not to say |  |
| 11-15 years |  |  | **CONDITIONS – Community Engagement** | |
| 16-17 years |  |  | Learning disability |  |
| 18-19 years |  |  | Long-term illness/condition | x |
| 20-24 years |  |  | Sensory impairment |  |
| 25-29 years |  |  | Mental Health condition |  |
| 30-34 years |  |  | Physical impairment |  |
| 35-39 years |  |  | Cognitive impairment |  |
| 40-44 years |  |  | Other |  |
| 45-49 years |  |  |  |  |
| 50-54 years |  |  |  |  |
| 55-59 years |  |  |  |  |
| 60-64 years |  |  |  |  |
| 65-69 years |  |  |  |  |
| 70-74 years |  |  |  |  |
| 75+ years |  |  |  |  |
| Prefer not to say |  |  |  |  |

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  | | **TOTAL** |  |  | | **TOTAL** |
| **GENDER – Community Engagement** | | |  | **ETHNICITY – Community Engagement** | | |
| Male | 13 | |  | Welsh/English/Scottish/Northern Irish/British | 29 | |
| Female | 16 | |  | Irish |  | |
| Transgender |  | |  | Gypsy or Irish Traveller |  | |
| Other |  | |  | Any other White background |  | |
| Prefer not to say |  | |  | White and Black Caribbean |  | |
|  |  | |  | White and Black African |  | |
|  |  | |  | White and Asian |  | |
|  |  | |  | Any other Mixed/multiple ethnic background |  | |
|  |  | |  | Indian |  | |
|  |  | |  | Pakistani |  | |
|  |  | |  | Bangladeshi |  | |
|  | | |  | Chinese |  | |
|  |  | |  | Any other Asian background |  | |
|  |  | |  | African |  | |
|  |  | |  | Caribbean |  | |
|  |  | |  | Any other Black/African/Caribbean background |  | |
|  |  | |  | Arab |  | |
|  |  | |  | Any other ethnic group |  | |
|  |  | |  | Prefer not to say |  | |

1. **Additional Information**

**In the box below, please share any additional information that enhances your reporting regarding community engagement activity that you have undertaken, this could include evaluation reports, quotes, feedback comments, photographs from workshops etc. This should be separate to any information provided in PROJECT MILESTONES**

We have attached images that were generated in the workshop and worked up by AB.

1. **FUTURE DEVELOPMENT**

**Thinking about any future development of your project can you tell us of your plans? Do you intend to further develop the project? Do you have plans to secure future funding and will the partners continue to work together to secure any additional investment?**

We intend to continue working together and apply for further funding to create the exhibition from either the Wellcome trust or the AHRC.