

# Community Award Application Form

*North  
Wiltshire  
District  
Council*

Please ensure that you have read all the Funding Criteria and Additional Guidance Notes before completing this form  
**PLEASE COMPLETE ALL SECTIONS TO ENSURE THAT YOUR APPLICATION CAN BE CONSIDERED**

1 - Your Organisation or Group	
<b>Name of Organisation</b>	Wootton Bassett Arts Festival
<b>Contact Name</b>	
<b>Contact Address</b>	
<b>Contact number</b>	
<b>Organisation Type</b>	Non profit organisation <input checked="" type="checkbox"/> Local Authority <input type="checkbox"/> Other <input type="checkbox"/>
2 – Your Project	
<b>In which Community Area does your project take place?</b>	1 <input type="checkbox"/> 2 <input checked="" type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/>
<b>In which Parish does your project take place?</b>	Wootton Bassett
<b>What is your project?</b>	To set up and organise an arts Festival for Wootton Bassett. Project will be completed by Feb 2009 and festival will be in June
<b>Where will your project take place?</b>	Wootton Bassett
<b>When will your project take place?</b>	Now until February 2009 (set up_
<b>Does your project demonstrate a direct link to the Community Plan for the area? If YES, please provide a reference/page no.</b>	YES <input checked="" type="checkbox"/> 23 NO <input type="checkbox"/>
<b>Please confirm that your project will be completed by 31<sup>st</sup> March 2009</b>	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>
<b>What is the Community benefit of your project, and approximately how many people will benefit?</b> (IMPORTANT: PLEASE DO NOT TYPE IN PARAGRAPHS – THIS SECTION IS LIMITED TO 1500 CHARACTERS ONLY (INCLUSIVE OF SPACES)) The 3 day festival will offer classes in Music, Drama, Creative Writing, Art and Photography and will encourage all ages and abilities to have a go at competing. Professional feedback will be given by expert adjudicators in a friendly atmosphere. Local schools and teachers are being involved even in early planning stages to ensure maximum publicity and interest. All age ranges are catered for but we particularly want young people to benefit from the experience of preparing, practising, performing and using feedback to improve. We believe skills learnt here will have lifelong value. We need to keep entry fees for classes low to make it affordable to everyone and need funding to do that and meet the considerable costs of set up for an ambitious high profile project like this. Our affiliation with the British International Federation of Festivals ensures professional standards of management will be high but will also bring in people to Wootton Bassett from outside the area as our website will be linked to other members' nationwide and our festival will be promoted in their literature. The Festival performances and the Winners' concert in particular will provide great entertainment for local people and, again, costs need to be kept low for spectators by having our set up costs covered by this grant. We estimate that at least 1000 people will benefit in the community, either through participation, as spectators or through providing services or goods to the Festival.	
<b>NWDC will not meet future running costs for projects. Please tell us how these will be met in the future</b> Fund raising from Community; increased revenue from entries as festival becomes more established.	
<b>Has your organisation received a previous award from this Council?</b>	<input type="checkbox"/> Yes (please provide details below) <input checked="" type="checkbox"/> No
<b>Date of amount and previous award</b>	£
<b>Details of award(s)</b>	

**3 – Additional information to support and strengthen your application e.g consultation, community involvement, energy efficiency measures**

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Wootton Bassett has had 2 previous small scale Music Festivals in 2005 and 2007. As well as expanding and developing the range of classes we have expanded the organising committee to bring in people with relevant skills and knowledge of each section. Initial feedback on the range of classes and the new additions is encouraging; we are viewed as offering something not available at other festivals in Wiltshire and Oxfordshire. Attracting entries from local schools is critical and before the end of term we will send out to more than 290 schools the enclosed flyer and a provisional list of classes to facilitate planning in the next academic year. Community groups and local clubs and societies will also be informed. A syllabus will be available by the end of the year and a media campaign has also been devised to ensure maximum interest. A copy of the Promotion Schedule is also attached. We have decided to pursue accreditation to the British Federation of Festivals and we will be strictly monitored by them to ensure that their very stringent standards on financial accountability, Health and Safety, Child Protection etc are met. Festivals are a growth industry in the UK. There are now over 300 of the kind we are setting up in the UK. Participation in them often affords young people 'bonus points' in their personal statements when applying for higher and further education. Wootton Bassett Town Council welcome this project and advised us to approach you for Funding.

**4 - Financial Information**

<b>PROJECT COSTS</b> Please provide a full breakdown e.g equipment, installation etc.		<b>PROJECT INCOME</b> Please list all sources of funding for this project, as provisional (P) or confirmed (C)		
			P/C	
Venue & piano hire	£1200	Entry fees for classes	P	£1500
Postage	£850	Programme sales	P	£200
Printing and sign costs	£1000	Spectator admissions	P	£500
Trophy costs (Set up)	£1000	Donations	P	£500
Affiliation to BIFF and insurance	£500			£
Adjudicators fees & expenses	£2300			£
Volunteers' expenses	£200			£
<b>TOTAL PROJECT EXPENDITURE</b>	<b>£7050</b>	<b>TOTAL PROJECT INCOME</b>		<b>£2200</b>

<b>Total Project Income</b>	<b>£2200</b>
<b>Total Project Expenditure</b>	<b>£7050</b>
<b>Project Shortfall</b>	<b>£4850</b>
<b>Award sought from NWDC</b>	<b>£2500</b>
<b>Is your organisation able to claim VAT?</b>	<b>YES <input type="checkbox"/> NO <input checked="" type="checkbox"/></b>

**THE FOLLOWING INFORMATION MUST BE PROVIDED, FAILURE TO DO SO WILL RESULT IN THE APPLICATION BEING REJECTED**

Please tick this box to indicate that you have included a signed off summary of examined accounts, confirming your year end accounts, assets and reserves.

**SECTION 5 – Declaration (on behalf of organisation or group) – I confirm that.....**

- the information on this form is correct, that any award received will be spent on the activities specified, that I will complete a monitoring form (if requested) following completion of the project.
- If an award is received that I will complete and return an evaluation sheet
- That any other form of licence or approval for this project has been received prior to submission of this application
- That the necessary policies and procedures will be in place prior to the commencement of the project outlined in this application.  Child Protection  Public Liability Insurance  
 Equal Opportunities  Access Audit  
 Planning permission applied for (date) or granted (date)
- That acknowledgement will be given of NWDC support in any publicity or printed material.
- I give permission for press and media coverage by NWDC in relation to this project.

Name: \_\_\_\_\_ Date: 12/06/2008  
Position in organisation: \_\_\_\_\_



Please return your completed application to: Community Partnerships Team, Community Partnership, Monkton Park, Chippenham, Wiltshire, SN15 1ER or e-mail [community@northwilts.gov.uk](mailto:community@northwilts.gov.uk)