

# 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>	North Wilts Holiday Club for Children & Young Peop
<b>Contact Name</b>	
<b>Contact Address</b>	
<b>Contact number</b>	e-mail
<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 type="checkbox"/> 3 <input checked="" type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/>
<b>In which Parish does your project take place?</b>	Chippenham
<b>What is your project?</b>	Provision of accessible summer leisure activities & outings for young people with special needs with 1:1 enabling support
<b>Where will your project take place?</b>	St Nicholas School, Chippenham
<b>When will your project take place?</b>	July-August 2008
<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"/> 6.7, 6.10, 6.12 p 25; 8.5 p 30 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> <small>(IMPORTANT: PLEASE DO NOT TYPE IN PARAGRAPHS – THIS SECTION IS LIMITED TO 1500 CHARACTERS ONLY (INCLUSIVE OF SPACES))</small>	
<p>Each summer we provide 12 days (9am – 3pm) of activities &amp; outings for groups of around 20 young people with special needs aged 4 – young adults. We have around 85 members, divided into 4 age groups, each attending 1 day per week for 3 weeks of the summer holidays. All of our members have a severe learning disability and many have multiple &amp; complex disabilities including social &amp; behavioural problems, physical/sensory disabilities, communication difficulties, and health problems such as epilepsy. Home visits are made to new members and those with changing needs to ensure that all members' support needs are taken into consideration, and assessment visits are made to potential outing destinations. We provide a 1:1 staff ratio of qualified and experienced childcare staff supported by volunteers, to support our members in participating in their chosen activities. We aim to provide a safe and fun recreational environment where members can make new friends and choose their own activities away from a family or educational environment, experiences vital to social and individual development that are taken for granted by most young people as they grow up, but rarely available to our members due to their high individual support needs. We receive many letters from parents that confirm the importance of this aspect of our club; many parents see a noticeable difference to the confidence and independence of their child. The respite care is also highly valued by families.</p>	
<b>NWDC will not meet future running costs for projects. Please tell us how these will be met in the future</b> Grants, donations and other fund raising. Fund raising is ongoing throughout the year to enable activities to continue.	
<b>Has your organisation received a previous award from this Council?</b>	<input checked="" type="checkbox"/> Yes (please provide details below) <input type="checkbox"/> No
<b>Date of amount and previous award</b>	June 2005                      £1,000
<b>Details of award(s)</b>	Wages for childcare staff, to maximise the number of children & families benefiting from our project.

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

(IMPORTANT: PLEASE DO NOT TYPE IN PARAGRAPHS – THIS SECTION IS LIMITED TO 1500 CHARACTERS ONLY (INCLUSIVE OF SPACES))

There is a huge unmet need both for accessible activities for children with special needs and for respite care for families with huge demands on their time and energies. We are the only local holiday club for children with severe learning disabilities; many of our members have complex and multiple disabilities. Parents are extremely supportive and feedback is very positive, with thank you letters received each year as well as feedback requested at the end of activities. We asked parents to complete a survey and found that we are the only source of both accessible leisure activities and summer respite care for many members, who are often isolated during the summer ‘holidays’ and unable to participate in the activities enjoyed by their non-disabled peers. Families often provide 24 hour care during school ‘holidays’ and we are a vital (often the sole) source of respite breaks. Our management committee is made up of parents and a former member. We struggle to raise the necessary funds, most of which is needed for the wages of childcare staff and rely heavily on grants and donations; many fund raising methods would be impractical for us parents are already overstretched. We are supported by local clubs and businesses as well as local and national charitable trusts. Fund raising and administration are done by volunteers, and volunteers also support paid childcare staff.

**4 - Financial Information**

PROJECT COSTS Please provide a full breakdown e.g equipment, installation etc.		PROJECT INCOME Please list all sources of funding for this project, as provisional (P) or confirmed (C)		
			P/C	
Toys & equipment	£600			£
	£			£
	£			£
	£			£
	£			£
	£			£
	£			£
<b>TOTAL PROJECT EXPENDITURE</b>	<b>£600</b>	<b>TOTAL PROJECT INCOME</b>		<b>£</b>
<b>Total Project Income</b>		£		
<b>Total Project Expenditure</b>		£		
<b>Project Shortfall</b>		£		
<b>Award sought from NWDC</b>		£600		
<b>Is your organisation able to claim VAT?</b>		YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>		

**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.

<b>Name:</b> Position in organisation:	<b>Date:</b>
---	--------------

 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)