



Community Area Grant Application Form 2010/2011

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
We strongly advise that you contact your Community Area Manager before completing your application.

1 - Your organisation or group			
Name of organisation	BURBAGE VILLAGE HALL		
Contact name			
Contact address			
Contact number	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%;"></td> <td style="width: 50%; text-align: center;">e-mail</td> </tr> </table>		e-mail
	e-mail		
Organisation type	Not for profit organisation <input checked="" type="checkbox"/> Parish/town council <input type="checkbox"/> Other, please specify REGISTERED CHARITY No. 305478		
2 – Your project			
In which community area does your project take place? (Please give name – see section 3 of the grants pack)	PEWSEY AREA BOARD		
Does your town/parish council know about your project?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>		
What is your project? Important: This section is limited to 300 characters only (inclusive of spaces).	The project is seeking financial support to replace the remaining single glazed Village Hall external windows. This is the last phase of the process and, when completed, will ensure that all external windows are double glazed and weatherproofed.		
Where will your project take place?	Burbage		
When will your project take place?	Spring 2011		
How many people will benefit from your project?	3,000+		
How does your project demonstrate a direct link to the community plan for your area? Please provide a reference/page no.	It will enhance the quality of the built environment, provide improved access for disabled people and improve access to leisure facilities 1.4, 3.9, 6.7, 8.3,		

What is the link between your project and other local priorities? e.g. Priorities set by your area board and parish plans.

A local priority is to ensure that village hall can continue to function and provide a continuity of resource to the community it serves. This will reduce our heating bills, carbon footprint and eliminate long term maintenance costs on external windows.

How did you discover there was a need for your project and how will your project benefit your local community?

Important: Please do not type in paragraphs – This section is limited to 1200 characters only (inclusive of spaces)

The Management Committee of the Village Hall commissioned a comprehensive buildings conditions survey two years ago. One of the priorities identified was the replacement of the external, single glazed windows. The first phase of this was completed last year, with the help of a grant from the PAB and matching funding from the village hall. The last remaining single glazed windows and one door can now be replaced if the bid is successful - with matched funding from the Hall Reserves. It would also afford the Hall the opportunity to provide enhanced access for people with mobility problems/challenges.

Any other information about your project.

The Village Hall Trustees have worked hard over the last two years to reduce the backlog of maintenance work on the Hall which, for a variety of reasons, had accumulated to significant amounts. 90% of the identified work has now been addressed and the few remaining items are accommodated within the Hall's plans for the future. Whilst acknowledging that the hall has received £1,000 already from the PAB towards the cost of resurfacing its car park, the current bid would - if successful - ensure the completion of the identified works in the buildings survey report. It would reduce the heating bills, reduce carbon emissions and provide an enhanced level of security. The Hall is willing to deploy its reserves and contributions in kind to meet 50% of the identified cost.

3 - Management

How many people are involved in the management of your group/organisation? 0

Of these, how many are:

Over 50 years	Male	<input type="text" value="8"/>	Female	<input type="text" value="6"/>
25 – 50 years	Male	<input type="text" value="3"/>	Female	<input type="text" value="3"/>
Under 25 years	Male	<input type="text" value="0"/>	Female	<input type="text" value="0"/>
Disabled People	Male	<input type="text" value="1"/>	Female	<input type="text" value="0"/>
Black and Minority Ethnic people	Male	<input type="text" value="0"/>	Female	<input type="text" value="1"/>

If your project is intended to continue after the Wiltshire Council funding runs out, how will you continue to fund it?

This would be a one-off contribution towards a capital cost and thus it will not incur future revenue expenditure commitments. It will actually save money due to reduced costs of heating and reduced carbon footprint.

If you were not awarded the full amount requested, what would be the impact on your project?

If not funded, the project could not proceed at the current time as it would deplete the Reserves of the Hall below the minimal level judged prudent by the Management Committee and our Auditors.

How will you know whether your project has made a difference in the community?

It will, immediately, provide enhanced access for people with mobility difficulties, reduce heating and maintenance costs and improve the aesthetic appearance of the Hall externally and internally. User Group feedback should be extremely positive as they have campaigned for this enhancement and the wider community would welcome the penultimate move towards securing the tangible asset of their hall into the foreseeable future.

Have you contacted Charities Information Bureau for help with your application/ to seek funding?

Yes No

To who have you applied for funding for this project (other than Wiltshire Council)?

None

Have you been successful?

Yes No

Have you or do you intend to apply for a grant from another area board within this financial year?

Yes No

If yes, please state which ones.

Are you in receipt or anticipating other funding from Wiltshire Council for this project?

Yes No

4 - Information relating to your last annual accounts (if applicable)

Year ending: 2009

Month: December

Year: 2009

A - Total income:

£30,565

B - Minus total expenditure:

£27,112

Surplus/deficit for year: (A minus B)

£ 3,453

Free reserves held:

£ 9,000

5 - Financial information

Project Costs A Please provide a <u>full</u> breakdown e.g. equipment, installation etc.		Project Income B Please list all sources of funding for this project, as provisional (P) or confirmed (C)	
			P/C
Window and door replacement cost	£2,600	Own fundraising/reserves	C £1,000
	£		£
	£	Parish/town council	£
	£		£
	£	Trusts/foundations	£
	£		£
	£	In kind	C £200
	£		£
	£	Other	C £100
	£		£
	£		£
	£		£
	£		£
Total Project Expenditure	£2,600	Total Project Income	£1,300
Total project income B		£1,300	
Total project expenditure A		£2,600	
Project shortfall A – B		£1,300	
Award sought from Wiltshire Council Area Board		£1,300	
Bank Details			
Please give the name of the organisations' bank account e.g. Barclays			
Please give the title name of the organisations' bank account e.g. current			

6 – Supporting information – Please enclose the following documentation

Enclosed (please tick)

- Written quotes including the one you are going to use
- Latest inspected/audited accounts or annual report
- Income and expenditure budget for current financial year
- Project budget (if applicable)
- Terms of reference/constitution/group rules
- Evidence of ownership/lease of buildings and/or land

For new groups, only the group's terms of reference and a projected income and expenditure budget covering a period of 12 months is required.

7 - Equalities and Inclusion – Wiltshire Council is committed to ensuring that its work through the Area Boards benefits all sections of our community and promotes equality and inclusion. To assist us in assessing how your application aims to meet our commitment to equality and inclusion, please provide a brief answer to the following:

a) How does your project work to either (a) promote equality and access to services/facilities, and/or (b) reduce disadvantage?

It will provide safe access for all users - irrespective of mobility disabilities or ethnic origin.

b) How does your project work to promote inclusion, participation and good community relations?

The project will secure continuity of good community relations, enhanced access for mobility impaired users and provide an improved externally beneficial appearance of the building in an area within an ancient village

c) Is your project targeted at a specific group? If yes, please tick any of the following which apply

- Under 25's Over 50's
- Mostly or all men/boys Mostly or all women/girls
- Specific minority ethnic groups (please state which groups)
- Specific faith groups (please state which groups)
- People/families on low income
- Other disadvantaged groups (please state which groups) mobility impaired and young people

8 - Declaration (on behalf of organisation or group) – I confirm that...

- I have read the funding criteria
- 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, 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 Environmental impact
- Planning permission applied for (date) or granted (date)
- That acknowledgement will be given of Wiltshire Council support in any publicity, printed or website material.
- I give permission for press and media coverage by Wiltshire Council in relation to this project.

Name:

Date: 03/10/2010

Position in organisation:

Please return your completed application to the appropriate Area Board Locality Team