



Reference no

Log no

For office use

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	Bratton History Association		
Contact name			
Contact address			
Contact number		e-mail	
Organisation type	Not for profit organisation <input checked="" type="checkbox"/> Parish/town council <input type="checkbox"/> Other, please specify		

2 - Your project

In which community area does your project take place? (Please give name – see section 3 of the grants pack)	Westbury
Does your town/parish council know about your project?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
What is your project? Important: This section is limited to 300 characters only (inclusive of spaces).	Creation of an archive of the history of Bratton, to be published on the World Wide Web
Where will your project take place?	Bratton
When will your project take place?	Jan 2011 onwards
How many people will benefit from your project?	Hundreds locally
How does your project demonstrate a direct link to the community plan for your area? Please provide a reference/page no.	Improved knowledge of the community history and culture

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

Involvement of local people in researching and discovering their community history

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 previous Bratton History Association folded in 2000 due to a lack of people prepared to administer it, although many people were interested in local history. Since then, several villagers and village organisations have researched and recorded various aspects of village history. When, in late-2009, a new committee volunteered to reform the Association there was considerable interest and about 60 people attended the first meeting in January 2010. At this meeting the proposed project to create an on-line archive of Bratton's history was described. This met with considerable interest and many offers of active support from many new members.

At present Bratton's history exists in many different components and in many forms but it is difficult to find out where all of these exist. The project will locate all this information, over at least several years, and will wherever possible publish it so that it can be read on a website. Where it cannot be published the location of the information, e.g. copies of books, artifacts and records, will be given.

Any other information about your project.

A considerable amount of material has been located and is gradually being digitised. A website has been designed and written and we now need to publish the website and material currently available in order to demonstrate progress and hopefully to encourage others to contribute information, whether they be local or further afield.

3 - Management

How many people are involved in the management of your group/organisation? 6

Of these, how many are:

Over 50 years	Male	<input type="text" value="2"/>	Female	<input type="text" value="2"/>
25 – 50 years	Male	<input type="text" value="1"/>	Female	<input type="text" value="1"/>
Under 25 years	Male	<input type="text"/>	Female	<input type="text"/>
Disabled People	Male	<input type="text"/>	Female	<input type="text" value="1"/>
Black and Minority Ethnic people	Male	<input type="text"/>	Female	<input type="text"/>

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

We are confident that we can find the required monthly cost of hosting the website from a combination of: some of the surplus from running the BHA, fund raising social events, a small annual grant from the Parish Council and occasional grants from various historical organisations. If the project continues to be successful we will investigate buying a computer server and a maintenance contract to replace the commercial website hosting so that the annual recurring cost would decrease.

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

We would need to raise more funds from the sources listed in the previous section. If this were not successful we would probably have to abandon the online aspect of the project and instead archive the information on a single computer owned by a BHA member. The archive would therefore not be readily or widely available. We would then establish a much simpler website which only provided an index of information available. Those interested would have to ask for specific items only.

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

We will receive feedback from BHA members at monthly meetings. We will also expect to receive feedback by email from those who access the website. More generally, we expect the archive to become a topic of conversation at various village community group meetings.

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)?

Bratton Parish Council

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: 31

Month: December

Year: 2010

A - Total income:

£754.26

B - Minus total expenditure:

£302

Surplus/deficit for year: (A minus B)

£542.26

Free reserves held:

£NA

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	
Web hosting for one year	£250	Own fundraising/reserves		£
	£			£
	£	Parish/town council		£50
	£			£
	£	Trusts/foundations		£
	£			£
	£	In kind		£
	£			£
	£	Other		£
	£			£
	£			£
	£			£
	£			£
Total Project Expenditure	£250	Total Project Income		£50
Total project income B		£50		
Total project expenditure A		£250		
Project shortfall A – B		£200		
Award sought from Wiltshire Council Area Board		£200		
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)				
<input type="checkbox"/> Written quotes including the one you are going to use <input checked="" type="checkbox"/> Latest inspected/audited accounts or annual report <input checked="" type="checkbox"/> Income and expenditure budget for current financial year <input type="checkbox"/> Project budget (if applicable) <input checked="" type="checkbox"/> Terms of reference/constitution/group rules <input type="checkbox"/> 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?

Villagers will be able to access archived records and information that currently exists in many different locations outside Bratton to which they may not easily be able to travel.

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

Several villagers across a fairly wide age range are working on research for the archive.

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)

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: 01/11/2010

Position in organisation:

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