



Community Area Grant Application Form 2011/2012

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

For larger projects we strongly advise you to contact Charities Information Bureau three months before you approach the area board. (See Section 2 for contact details)

**Please contact your Community Area Manager before completing your application
(See Section 3 for contact details)**

1. Your organisation or group

Name of organisation	Malmesbury Kite Festival Group (An independent group of volunteers)		
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

Project Title/Name	Malmesbury Kite Festival		
What is your project about and what does it aim to achieve? <i>Important: This section is limited to 600 characters only (inclusive of spaces).</i>	<p>A kite festival was organised as part of the Eilmer celebrations last year & people asked for it to return this year. We're planning an improved event & aim to reach more of the community through better publicity.</p> <p>Its primary focus is to provide the Malmesbury community, with a unique, fun, <u>free</u> Summer family festival. Its secondary aim is to promote kite flying as a healthy, low cost hobby particularly to Malmesbury's youngsters, through school engagements, kite making at the festival and the launch of our kite design competition.</p> <p>Longer term we're aiming to establish it as an annual event.</p>		
In which community area does your project take place? (Please give name – see section 3 of the grants pack)	Malmesbury Area Board		
I/we have discussed our project with the town/parish council?	Yes <input checked="" type="checkbox"/>	Date 16 th Sept 2010	No <input type="checkbox"/>
I/we have discussed our project with our Wiltshire councillor?	Yes <input checked="" type="checkbox"/>	Date 6 th April 2011	No <input type="checkbox"/>

Where will your project take place?	The Worthey's, Whychurch Farm, Whitchurch Hill, Malmesbury, Wiltshire
When will your project take place?	23 rd /24 th July 2011
How did you discover there was a need for your project (please provide evidence) and how will your project benefit your local community? <i>Important: Please do not type/write in paragraphs – This section is limited to 1200 characters only (inclusive of spaces)</i>	The feedback received from last year's festival was the deciding factor & so it's back by popular demand! People really enjoyed themselves & it was different to anything Malmesbury Council had offered before. So our number one priority is host a really good event that can be enjoyed by all cross sections of the community. Some of the Country's most experienced kite flyers have been invited to display their kites, so Malmesbury will have a very good quality event. For weeks after last year's festival, families were seen flying their newly made/purchased kites in local fields. Depending on the interest of the community, we'd like to try and launch a Malmesbury Kite Club or a regular "Fly In" that can be enjoyed by everyone. We're also actively promoting a kite making competition for children aged 8-18yrs old. The competition will focus on three key elements –the materials used to build, the originality of its design and its flying stability. In addition, the local kite flying organisation, the White Horse Kite Flyers will be running a stall for children to make & fly their very own kites. We're engaging children through local advertising and school workshops.
How many people will benefit from your project?	1000 (est.)
How does your project demonstrate a direct link to the local community plan for your area? www.wiltshire.gov.uk/areaboards Please provide a reference/page no.	Economy - Supporting local businesses to integrate with the local community e.g. Dyson (our version of the big society). Malmesbury Area Board is proactively encouraging young people's skills and our event will encourage this. Dyson's Design involvement Page 2. Support town and rural schools, more opportunities for young people to get involved in the community Page 12. Sustainable communities, active, inclusive, local, social and cultural activities Page 26. Encouraging people of all ages to participate in healthy outdoor activities. Page 10,12, 26
To be completed ONLY where town/parish councils are making an application	
Is your project one which parish/town councils have powers to raise local taxes to fund?	Yes <input type="checkbox"/> No <input type="checkbox"/>
Could your project be funded from your reserves?	Yes <input type="checkbox"/> No <input type="checkbox"/>
Is your project urgent (having to be completed in this financial year? If you answer YES please provide evidence elsewhere on the application form)	Yes <input type="checkbox"/> No <input type="checkbox"/>
Any other information about your project. Our festival is aimed at Malmesbury and the local villages, but our longer term strategy is to invite people into Malmesbury from further afield. By establishing the Malmesbury Kite Festival as a regular on the National Kiting Calendar, its momentum will attract more impressive kite displays, further reaching publicity and more visitors into Malmesbury. A flavour of the spectacle we'll be providing will be synchronised stunt kite flying to music, multiple kites flown by a single person, various large inflatable kites & the customary Rokkaku kite fight! Also not forgetting, that children can bring their teddy bears & chase them across the field as they drop from a kite with a parachute! We're also currently in discussions with Dyson's Research, Design & Development Department and Buckley Barracks 992 Squadron for their support. Neither is able to support us financially, but we hope they will be a physical presence over the weekend.	

3. Management

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

Of these, how many are:

Over 50 years	Male	<input type="text" value="3"/>	Female	<input type="text" value="1"/>
25 – 50 years	Male	<input type="text" value="1"/>	Female	<input type="text" value="2"/>
Under 25 years	Male	<input type="text"/>	Female	<input type="text"/>
Disabled People	Male	<input type="text"/>	Female	<input type="text"/>
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?

To make this an annual event, any profit made from this year's festival will be carried through to next year. We hope to supplement this with the support of local business and our own fund raising throughout the year.

How will you know whether your project has made a difference in the community? What evidence will be collected to enable you to know that the project has made a positive impact on your community and met the local need?

We hope to receive positive feedback from the local community, as we did after the 2010 festival. It is a celebration that is quite different from any others in Malmesbury. We hope that the festival will be well attended and we'll put measures in place to gauge the number of attendees. (As this is a free event that doesn't require a ticket entry and has several entry points, this will be based on informed guesstimates. Eg, car park count, public survey/feedback forms, engagement by Malmesbury based people with any kite groups.)

Our ultimate measure of success will be whether anyone decides to take kite flying up on a regular basis and the development of a Malmesbury Kite Club. If this is the case, we will be in a position to promote and support it.

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

Yes

Date 9th May 2011

No

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

Please list with amount applied for and whether you have been successful

Name of Funder	Amount Applied For	Amount Received
Malmesbury Town Council	£1,000	TBC
Westlea Housing	£500	TBC
Jack Lane Trust	£500	£200

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

If yes, please state which one(s).

Yes

No

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

Yes

No

4. Information relating to your last annual accounts (if applicable)		
Year ending:	Month:	Year:
A - Total income:	£	
B - Minus total expenditure:	£	
Surplus/deficit for year: (A minus B)	£	
Free reserves currently held:	£	

5. Financial information – If you can claim back V.A.T. please exclude from figures given below

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	
Insurance	£304	Own fundraising/reserves		
PA System	£120	Car Parking, Trade Stalls	P	£800
Toilets	£570	Parish/town council		
Power Generator	£165	Malmesbury Town Council	P	£1,000
Arena Fencing/Rope	£50	Trusts/foundations		
Accommodation	£1080	Jack Lane Trust	C	£200
Expert Commentator Fee	£250	Westlea Housing	P	£500
Kite expenses (fuel, lunch)	£900	In kind		
Publicity	£100	Accommodation		£1080
First Aid	£173	Other		
Competition Awards	£90			
Collections License	£26			
Total Project Expenditure	£3828	Total Project Income	P	£3580

Total project income B	£3580
Total project expenditure A	£3828
Project shortfall A – B	£248
Grant sought from Wiltshire Council Area Board	£500
Bank Details	
Please give the name of the organisations' bank account e.g. Barclays	Barclays, Malmesbury Branch
Please give the title name of the organisations' bank account e.g. current	Malmesbury Kite Group

6. Supporting information – Please enclose all the following documentation as failure to do so may lead to a delay in your application being considered

Enclosed (please tick)

- Written quotes including the one(s) you are going to use
- Latest inspected/audited accounts or annual report or Income/expenditure budget for current financial year
- 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. 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 Safeguarding Adults
 - 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: 06/06/2011

Position in organisation: Group Member

Please return your completed application to the appropriate Area Board Locality Team (see section 3)