



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	Vale of Pewsey Holiday Club in association with Puddleducks Nursery		
Contact name			
Contact address			
Contact number		e-mail	
Organisation type	Not for profit organisation x <input type="checkbox"/> Parish/town council <input type="checkbox"/> Other, please specify		
2. Your project			
Project Title/Name	Carnival Holiday Club		

<p>What is your project about and what does it aim to achieve?</p> <p>Important: This section is limited to 600 characters only (inclusive of spaces).</p>	<p>We plan to provide a holiday club which will be open to any child of Primary School age during the month of August 2011. It will be in collaboration with all the cluster Primary schools; as the planning will be done by the school councils from each school. This means that it will be a club designed <i>by the children for the children</i>. The main purpose of the club will be to design and build a float that will represent the schools in the Pewsey Carnival September 2011. This means that the children will have the opportunity to take an active part in a community tradition.</p> <p>As a group, we have joined forces with Puddleducks Nursery in order to provide an excellent level of childcare and widen the activities that can be made available to the children. This has also enabled us to provide greater flexibility for parents who will rely on this as their main source of childcare during the summer holiday.</p> <p>In addition to staff from Puddleducks, we hope to use staff who already have links with the local primary schools and encourage volunteers who will all be subject to CRB and reference checks.</p> <p>The children will receive tuition in planning and constructing costumes, props etc. and decorating their float in addition to making new friends and having lots of fun. However, this will cost a considerable amount of money to provide, we will have to make a charge to each parent. We are making an application to the Area Board to subsidise this project so that we can make this club available to as many families as possible by removing the barrier of cost. By using the economic hardship criteria of the Free Time project, I would like to be able to offer families who qualify a 50% reduction in cost. For example if a child was in receipt of free school meals, or their parents received certain other benefits, they could access a full day at the holiday club for just £15. When most holiday clubs charge £30-40 per day, this makes this holiday club much more affordable. The local area is limited in childcare options during the summer holidays and this would be a welcome and much needed service for our local children and families who struggle to find holiday childcare each year. (Childcare Sufficiency data backs this up).</p> <p>This is a truly collaborative venture, involving local schools & childcare providers. In providing meaningful activities for the children during the holidays, it will prove beneficial to the community on many levels. There will be activities to occupy young children thus reducing accidents involving children that always increase during the summer. The provision of childcare is not only increased but also, by the support of the Area Board, if we are successful, we aim to make it affordable for a greater number of families who otherwise would struggle to meet the cost of holiday childcare.</p>
<p>In which community area does your project take place? (Please give name – see section 3 of the grants pack)</p>	<p>Pewsey</p>
<p>I/we have discussed our project with the town/parish council?</p>	<p>Yes <input checked="" type="checkbox"/> Date 5.5.11 No <input type="checkbox"/></p>
<p>I/we have discussed our project with our Wiltshire councillor?</p>	<p>Yes <input checked="" type="checkbox"/> Date 9.5.11 No <input type="checkbox"/></p>

Where will your project take place?	On a shared site between Pewsey Children's Centre and Pewsey Primary School
When will your project take place?	1 st – 26 th August 2011 Monday – Friday 9am-3pm
How did you discover there was a need for your project (please provide evidence) and how will your project benefit your local community? Important: Please do not type/write in paragraphs – This section is limited to 1200 characters only (inclusive of spaces)	<ol style="list-style-type: none"> 1. Childcare Sufficiency Survey for this area shows a limited number of holiday childcare places and recommends that it be increased. 2. Anecdotal evidence from parents who are already accessing childcare from Puddleducks that they need holiday childcare for older children. 3. Pewsey Carnival organisers have approached schools to become involved in the carnival and offered support to do so in the form of insurance and supply of the float. 4. Need in the Pewsey Community Area Plan to support local parents in their need for childcare. 5. Need in the Pewsey Community Area Plan to provide more activities for children in the 8+ age bracket.
How many people will benefit from your project?	20 – 30 children
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.	Need to support parents in their parenting. Build links between rural parts of the area and Pewsey village. Improve activities for young people aged between 8 and 12. More opportunities for people in communities to be engaged in volunteering. P23, 5.6 P25, 6.2 P26, 6.6 P27, 6.13
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 x <input type="checkbox"/>
Could your project be funded from your reserves?	Yes <input type="checkbox"/> No x <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 x <input type="checkbox"/> No <input type="checkbox"/>
Any other information about your project. The concept of basing a holiday club around the local carnival is already generating support within the community. Offers of volunteer support are coming in from parents and teachers already. The carnival committee are n full support of the idea and are providing the float and insurance free of charge.	

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="2"/>	Female	<input type="text"/>
25 – 50 years	Male	<input type="text"/>	Female	<input type="text" value="9"/>
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?

The project is planned just for the summer holiday 2011 in the first instance.

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?

Attendance data of the holiday club will be collected. Evaluations will be completed by the children attending the club at the end of the holiday in addition to a selection of parents to determine quality, convenience and value for money. Feedback from community members will also be collected when children participate in the carnival itself.

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

Yes

Date

19.5.11

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

Awards For All

£3000

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: 2011	Month: March	Year: 2011
A - Total income:	£46550	
B - Minus total expenditure:	£40033	
Surplus/deficit for year: (A minus B)	£6517	
Free reserves currently held:	£0	

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	£
		Own fundraising/reserves	p	£
Staff	£8640	Income from Charging	p	£8000
Safeguarding (CRB checks)	£200	Parish/town council		£0
Administration & marketing (photocopying, postage etc)	£150	Award For All	p	£3000
Food / refreshments	£150	Trusts/foundations		£0
Resources for activities	£500			£0
Expert tuition / activities	£1000	In kind Trailer Insurance Volunteer staff	c	£100 £1000
Insurance	£100		p	£
Venue hire	£120	Other		£
Subsidy to allow low income families access	£3000			£
Total Project Expenditure	£15660	Total Project Income		£14000

Total project income B	£12100
Total project expenditure A	£13860
Project shortfall A – B	£1760
Grant sought from Wiltshire Council Area Board	£1760
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 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: 19.5.2011

Position in organisation:

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