



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

2. Your project

Project Title/Name	6 month pilot project to provide youth activities in Market Lavington		
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>	The Parish Council recognised a need for providing activities and a meeting place for young people aged 11-14 yrs. We would therefore like to set-up a 6 month pilot project, to run a weekly youth club session in the Old School Hall on a Friday evening. Sessions will be managed by West Lavington Youth Club, and run by their experienced youth workers. It is hoped that the project will re-assure the young people that they are being listened to, give them a focal meeting point, feel part of the community, and give them the opportunity to experience new and varied activities.		
In which community area does your project take place? (Please give name – see section 3 of the grants pack)	Devizes		
I/we have discussed our project with the town/parish council?	Yes <input checked="" type="checkbox"/>	Date 21/6/11	No <input type="checkbox"/>
I/we have discussed our project with our Wiltshire councillor?	Yes <input checked="" type="checkbox"/>	Date 28/6/11	No <input type="checkbox"/>

Where will your project take place?	The Old School Hall, Market Lavington
When will your project take place?	Mid Sept 2011 to March 2012
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 1000 characters only (inclusive of spaces)</i>	Following a period of sustained anti-social behaviour in the village the Parish Council carried out a consultation of all village residents to establish how this behaviour was affecting them. One of the solutions identified by respondents was to create more facilities in the village for young people. In response to this request Councillors met with pupils at Lavington School to listen to their views. High on pupils wish list was a meeting place that they could use to chill out, meet friends, and play computer games. Councillors then met with West Lavington Youth Club to discuss what assistance they could provide. It is proposed that the sessions run in the Village would be managed by WLYC who already have the structure, procedures, qualified staff, and a demonstrated success record. It is hoped that that this project will improve communication, and help strengthen relationships with the rest of the community, possibly evolving to encourage inter-generational events and activities.
How many people will benefit from your project?	All young people aged 11-14 in area
How does your project demonstrate a direct link to the local community plan for your area? www.wiltshire.gov.uk/areboards Please provide a reference/page no.	1) Healthy and vibrant villages for the rural population 2) Access for young people to .. a good range of social activities Page 6 Devizes CAP key objectives
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 checked="" type="checkbox"/> No <input checked="" type="checkbox"/>
Could your project be funded from your reserves?	Yes <input type="checkbox"/> No <input checked="" 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 checked="" type="checkbox"/> No <input type="checkbox"/>
Any other information about your project. Having identified this important and immediate need, the Parish Council wanted to respond positively, and approved a contingency in the 2011/12 budget/precept for Youth Facilities, funded by carrying forward unspent income from a previous year and deferring important capital projects in the village. However, the monies allocated are not enough to set up the pilot and purchase of capital equipment that will be of benefit to the young people for years to come. The Parish Council would therefore consider that it could not reasonably be expected to fully cover the cost of providing this particular project. A grant will enable the project to be set up on a sound basis with the equipment and structure that will ensure an interesting and entertaining evening to attract a strong membership. Expenditure from reserves is restricted to covering unexpected costs in relation to the two buildings and amenity land the Parish Council own, and for approved capital expenditure.	

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" value="1"/>
25 – 50 years	Male	<input type="text" value="4"/>	Female	6 <input type="text"/>
Under 25 years	Male	<input type="text" value="0"/>	Female	<input type="text" value="0"/>
Disabled People	Male	<input type="text" value="0"/>	Female	0 <input type="text"/>
Black and Minority Ethnic people	Male	<input type="text" value="0"/>	Female	0 <input type="text"/>

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

Some financial support from the Parish Council, local businesses approached for sponsorship, young people will be encouraged to run fund raising activities, applications will be made for grant funding, and help from West Lavington Youth Club

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?

Shortly before the end of the 6 month pilot period a review meeting will be held with WLYC to consider if the project has been successful and made a difference in the community. This will be done by reviewing the attendance figures and listening to feedback from the young people and members of the local community.

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

Yes

Date

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

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: March	Year: 2011
A - Total income:	£56,976.76	
B - Minus total expenditure:	£69,772.64 (some exp financed by	
Surplus/deficit for year: (A minus B)	£-12,795.88 (grants received	
Free reserves currently held:	£ 0 (previous year)	

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	
Purchase of electronic equipment	£	Own fundraising/reserves		£
X-Box, PC and games console	£1,000			£
Cost for 2 Youth Workers for	£	Parish/town council	C	£1,065
21 meetings @ £60	£1,260			£
Refreshments/cookery ingredients	£	Trusts/foundations		£
@ £10 per meeting	£210			£
Cost of 4 CRB checks	£80	In kind		£
	£	I		£
	£	Other		£
	£	Use of Old School Hall from	C	£210
	£	Parish Council @ £10 per meeting		£
	£			£
Total Project Expenditure	£2,550	Total Project Income		£1,275

Total project income B	£1,275
Total project expenditure A	£2,550
Project shortfall A – B	£1,275
Grant sought from Wiltshire Council Area Board	£1,275
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: 30/06/2011

Position in organisation:

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