



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	Mere Bowls Club		
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 Sports group		

2. Your project

Project Title/Name	Provision of secure equipment storage		
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>	To provide secure storage for expensive machinery to enable expansion and development of bowls in Mere.		
In which community area does your project take place? (Please give name – see section 3 of the grants pack)	Mere		
I/we have discussed our project with the town/parish council?	Yes <input checked="" type="checkbox"/>	Date 13.4.11	No <input type="checkbox"/>
I/we have discussed our project with our Wiltshire councillor?	Yes <input checked="" type="checkbox"/>	Date 7.4.11	No <input type="checkbox"/>

Where will your project take place?	Duchy Manor Sports Grounds, Duchy Manor, Springfield Road, Mere
When will your project take place?	When funding is in place.
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)	Bulky and expensive sports and green-keeping equipment is currently stored in the Mere Sports Pavilion and it is necessary for some of our members to take some of our green keeping equipment home with them because there is no appropriate storage on site. We also need somewhere to store chemicals and fuel associated with the green keeping in a secure and safe way. The project will benefit the community because our members will no longer have to take equipment home and this will enable us to encourage more membership and develop the bowling facilities.
How many people will benefit from your project?	We have 41 club members currently but the plan is to have 80 members.
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.	Ongoing improvements to facility, enabling extended membership numbers. Page 24 + Mere Parish Plan Page 33
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. We have obtained permission from Mere Parish Council to erect the storage container on the land at Duchy Manor.	

3. Management

How many people are involved in the management of your group/organisation? **10**

Of these, how many are:

Over 50 years	Male	<input type="text" value="8"/>	Female	<input type="text" value="2"/>
25 – 50 years	Male	<input type="text"/>	Female	<input type="text"/>
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?

There should be no ongoing costs for the project. The bowls club will undertake insurance and maintenance of the storage container.

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?

It is planned to have increased membership of the bowls club thus increasing the participation in sport by members of Mere and the surrounding community. The evidence will be in the increased membership.

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: 2010	Month: October	Year: 2010
A - Total income:	£4487	
B - Minus total expenditure:	£6303	
Surplus/deficit for year: (A minus B)	£-1816	
Free reserves currently held:	£3274	

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	
Supply and deliver 20' second-hand container (price includes VAT)	£1800	Own fundraising/reserves		£800
	£			£
	£	Parish/town council		£
	£			£
	£	Trusts/foundations		£
	£			£
	£	In kind		£
	£			£
	£	Other		£
	£			£
	£			£
	£			£
Total Project Expenditure	£1800	Total Project Income		£800
Total project income B		£800		
Total project expenditure A		£1800		
Project shortfall A – B		£1000		
Grant sought from Wiltshire Council Area Board		£1000		
Bank Details				
Please give the name of the organisations' bank account e.g. Barclays		Lloyds TSB		
Please give the title name of the organisations' bank account e.g. current		Mere Bowls Club – current account		

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:

Position in organisation:

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