



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	BRATTON RECREATION GROUND COMMITTEE		
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 Sub-committee to Bratton Parish Council		

2. Your project

Project Title/Name	UPGRADE KITCHEN FACILITIES		
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>OUR PROJECT WILL UPGRADE THE EXISTING KITCHEN FACILITIES IN THE PAVILION AT THE RECREATION GROUND.</p> <p>THE REFURBISHED FACILITY WILL ATTRACT MORE PLAYERS AND SPECTATORS TO THE RECREATION GROUND, AND PROVIDE THEM WITH A MORE USEABLE AND MORE HYGENIC KITCHEN AREA.</p> <p>BY CARRYING OUT THIS WORK, WE ALSO HOPE TO ATTRACT USERS SUCH AS BRATTON YOUTH CLUB, GUIDES AND BROWNIES, WHO WOULD LIKE TO PREPARE MEALS AT THEIR MEETING PLACE.</p> <p>THIS PROJECT IS PART OF OUR ONGOING PROGRAMME OF IMPROVEMENTS TO THIS MUCH USED VILLAGE ASSET.</p>		
In which community area does your project take place? (Please give name – see section 3 of the grants pack)	BRATTON IS IN THE WESTBURY AREA.		
I/we have discussed our project with the town/parish council?	Yes <input checked="" type="checkbox"/>	Date 12/07/11	No <input type="checkbox"/>
I/we have discussed our project with our Wiltshire councillor?	Yes <input type="checkbox"/>	Date	No <input checked="" type="checkbox"/>

Where will your project take place?	BRATTON RECREATION GROUND, NORTH OF BRATTON VILLAGE	
When will your project take place?	AUTUMN 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 1000 characters only (inclusive of spaces)</i>	WE RECEIVED CRITICISM OF THE EXISTING KITCHEN FACILITY FROM USER GROUPS, ALL VERBAL, SO UNABLE TO PRESENT THEM HERE. THE PROJECT WILL BENEFIT THE LOCAL COMMUNITY BY PROVIDING A PLEASANT, MODERN, HYGENIC KITCHEN AREA FOR THE USE OF ALL RECREATION GROUND USER GROUPS. THESE GROUPS INCLUDE CRICKET TEAMS FROM WESTBURY CC AND BOOMSBURY CC, AS WELL AS BRATTON, AND FOOTBALL TEAMS FROM TROWBRIDGE AND WESTBURY. BRATTON GUIDES AND BROWNIES USE THE GROUND ON A REGULAR BASIS, AND BRATTON YOUTH CLUB ARE KEEN TO DO SO, IF THE FACILITIES CAN BE IMPROVED.	
How many people will benefit from your project?	ABOUT 1000	
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.	IT SUPPORTS THE COMMUNITY PLAN BY THE IMPROVEMENT OF A LOCAL SPORTING FACILITY, AS DESCRIBED UNDER THE "CULTURE" SECTION OF THE PLAN. 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 <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 type="checkbox"/>	No <input checked="" type="checkbox"/>

Any other information about your project.

THE PAVILION HAS AN EXISTING RUDIMENTARY KITCHEN AREA, WHICH WAS SECOND HAND WHEN INSTALLED IN 1997. IT DOES NOT MEET MODERN STANDARDS, AND USER GROUPS ARE RELUCTANT TO EVEN LAY OUT FOOD, SANDWICHES, SNACKS, ETC. IN THIS AREA. A MORE MODERN FACILITY WOULD ASSIST IN POPULARISING THE RECREATION GROUND, AND INCREASING ITS' BENEFIT TO BRATTON AND THE SURROUNDING AREA . PLEASE NOTE THAT THE NEW FLOORING, WALL TILING AND CEILING AND LIGHTING WORK WILL BE CARRIED OUT BY VOLUNTEER LABOUR, SO WE DO NOT HAVE QUOTES FOR THESE ITEMS.

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"/>
25 – 50 years	Male	<input type="text" value="4"/>	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"/>
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?

N/A

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 WILL REQUEST FEEDBACK FROM THE USERS OF THE RECREATION GROUND, AND WILL ASSESS CHANGES IN FREQUENCY OF USAGE.

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

BA14+PARTNERSHIP

£1000

£485.00

AWARDS FOR ALL

£2000

£0

<p>Have you or do you intend to apply for a grant from another area board within this financial year?</p> <p><i>If yes, please state which one(s).</i></p>	<p>Yes <input type="checkbox"/></p>	<p>No <input checked="" type="checkbox"/></p>	
<p>Are you in receipt or anticipating other funding from other Wiltshire Council departments for this project?</p>	<p>Yes <input type="checkbox"/></p>	<p>No <input checked="" type="checkbox"/></p>	

4. Information relating to your last annual accounts (if applicable)		
Year ending: April 2011	Month:	Year:
A - Total income:	£24,486.22	
B - Minus total expenditure:	£31,848.72	
Surplus/deficit for year: (A minus B)	£-7,362.50	
Free reserves currently held:	£7,561.67	

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 - new kitchen units	£2,807	Own fundraising/reserves	C	£2,140
Installation	£1,345			£
New wall & floor tiling	£550	Parish/town council		£
New ceiling & lighting	£650			£
	£	Trusts/foundations		£
	£			£
	£	In kind		£
	£			£
	£	Other		£
	£	BA13+	P	£485
	£			£
	£			£
Total Project Expenditure	£5,352	Total Project Income		£2,625

Total project income B	£2,625
Total project expenditure A	£5,352
Project shortfall A – B	£2,640
Grant sought from Wiltshire Council Area Board	£2,140
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: 12/08/2011

Position in organisation:

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