



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	Aldbourn Youth Council		
Contact name			
Contact address			
Contact number	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 70%;"></td> <td style="width: 30%; text-align: center;">e-mail</td> </tr> </table>		e-mail
	e-mail		
Organisation type	Not for profit organisation <input checked="" type="checkbox"/> Parish/town council <input type="checkbox"/> Other, please specify Registered charity also registered for VAT		
2. Your project			
Project Title/Name	Project X		
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>	We need to refurbish a derelict building in the heart of Aldbourne for youth and community use, starting with areas that can generate income and meet the needs of the local community at the same time. By refurbishing the kitchen, we can start to produce refreshments for sale, prepare food for fundraising events, help young people gain valuable cooking skills and all ages to share skills to support others with further life skills such as cooking, budgeting, profit/loss, basic accounts, stocktaking/ordering, A youth café was highlighted as a need in the Aldbourne Community Plan.		
In which community area does your project take place? (Please give name – see section 3 of the grants pack)	Marlborough		
I/we have discussed our project with the town/parish council?	Yes <input checked="" type="checkbox"/> Date _____ No <input type="checkbox"/>		
I/we have discussed our project with our Wiltshire councillor?	Yes <input checked="" type="checkbox"/> Date _____ No <input type="checkbox"/>		

Where will your project take place?	Aldbourne; 16 and 16A The Square.	
When will your project take place?	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>	The Youth Council has grown since 2006 and continues to be successful for the primary age but due to only having one meeting room seems to have disengaged the older teenagers. They highlighted the need to have an older 'chill out' area specifically for older teens so we embarked on finding bigger premises. The Aldbourne Community Plan highlights a gap for organised secondary age activities so also fits our project. A youth café has also been highlighted as a need so supports the first phase to refurbish the kitchen. Project X as a whole once the building has completely been refurbished will include accommodation, employment opportunities, crafts and skills workshops for all ages and abilities, a second hand shop, a regular outdoor local produce market - all of these are identified in the community plan. We have held open sessions inviting the community views and have included as many ideas as possible into the final plans.	
How many people will benefit from your project?	2000 + more if used by other villages	
How does your project demonstrate a direct link to the local community plan for your area? www.wiltshire.gov.uk/areaboard Please provide a reference/page no.	Youth Café - Aldbourne secondary age need and Marlborough area plan youth involvement plus local employment MAP:p 7, 9; 2.8, 27; 8.7 and 8.8,	
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. The kitchen refurbishment is one of many steps to completing the whole of Project X and we continue to source as much support and advice from organisations such as the Charity Information Bureau as possible. We have met with an area board manager and shown him around the project, we have also invited our local councillor to see and view the project and also met with the Charity Information Bureau. All of which encouraged an application to yourselves. The Parish Council are fully informed and we are beginning to gain support from other private benefactors through donations and offer of skills. One community group held their own fundraiser for the project as a whole, raising £80. Our latest fundraising Christmas Market had much local business support with 25 raffle prize donations and the event itself raising over £600.00 for the project which we estimate will cost around £200,000 to complete.		

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="1"/>	Female	<input type="text" value="1"/>
25 – 50 years	Male	<input type="text"/>	Female	<input type="text" value="5"/>
Under 25 years	Male	<input type="text" value="12"/>	Female	<input type="text" value="4"/>
Disabled People	Male	<input type="text" value="1"/>	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?

Fundraising, applying for grants, private donations, volunteering skills

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?

Young people will be able to run their own youth café, profits will be raised for project X, new skills will be learned, employment skills developed, interest in the wider project being completed will increase and further publicity of milestones achieved will encourage next steps. Publicity through local newspaper, village magazine and fundraising events will be collated. A video diary

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: 2011	Month: March	Year: 2011
A - Total income:	£13820.22	
B - Minus total expenditure:	£24199.33	
Surplus/deficit for year: (A minus B)	£11933.22	
Free reserves currently held:	£2500.00	

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	
Kitchen Appliances	£3,500	Own fundraising/reserves		£2,500
Kitchen Units	£4,000			£
Preparation and installation	£2,500	Parish/town council		£
	£			£
	£	Trusts/foundations		£
	£			£
	£	In kind		£
	£	Preparation and installation		£2,500
	£	Other		£
	£			£
	£			£
	£			£
Total Project Expenditure	£1,000	Total Project Income		£5,000

Total project income B	£5,000
Total project expenditure A	£10,000
Project shortfall A – B	£5,000
Grant sought from Wiltshire Council Area Board	£5,000
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: 19/12/11

Position in organisation: Trustee

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