



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	KEEVIL 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	REPLACE KEEVIL VILLAGE SIGNS (2)		
What is your project about and what does it aim to achieve?	<p>2 Village signs with graphics depicting activities in and around the village were commissioned to celebrate the Millennium. Weather, road salt and cleaning have meant that the signs have had to be replaced twice in 11 years and both signs are now in need of replacement again. It is intended to replace the signs with moulded metal signs that will have the text and graphics painted on. These signs should be more robust and need fewer refurbishments in future.</p> <p>The signs were designed by a villager, are much appreciated by visitors and have increased civic pride among the residents of Keevil.</p>		
<i>Important: This section is limited to 600 characters only (inclusive of spaces).</i>			
In which community area does your project take place? (Please give name – see section 3 of the grants pack)	MELKSHAM		
I/we have discussed our project with the town/parish council?	Yes <input checked="" type="checkbox"/>	Date 9 th January 2012	No <input type="checkbox"/>
I/we have discussed our project with our Wiltshire councillor?	Yes <input checked="" type="checkbox"/>	Date 9 th January 2012	No <input type="checkbox"/>

Where will your project take place?	The signs will be located in Main Street at either end of the village.
When will your project take place?	Before 31 st 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 1200 characters only (inclusive of spaces)</i>	By inspection and requests from residents of Keevil.
How many people will benefit from your project?	All the residents of Keevil and visitors to the village.
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.	
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 type="checkbox"/>
Could your project be funded from your reserves?	Yes 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. Having tried simple aluminium signs with silk screen printing, the PC researched other types of sign. Bournemouth Borough Council was recommended to us as a local authority that used moulded and painted signs with great success. Bournemouth has much more salt in the air than Keevil and they have a life of at least 12 years before they need re-painting. Hence, Keevil PC believes that this type of signs should have a longer life than 12 years before needing refurbishment.	

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="5"/>	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?

Via the Parish Council Precept

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?

The Parish Council have received many requests from residents to replace the signs of which they are very proud.

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

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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: 2010/2011	Month: March	Year: 2011
A - Total income:	£6,998	
B - Minus total expenditure:	£5,447	
Surplus/deficit for year: (A minus B)	£1,551	
Free reserves currently held:	£1,250	

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	
Signs 750 x 450 mm @ £341.45 each	£683	Own fundraising/reserves		£
Tooling to make design in relief	£161			£
Carriage	£ 45	Parish/town council	P	£480
	£			£
	£	Trusts/foundations		£
	£			£
	£	In kind		£
	£			£
	£	Other		£
	£			£
	£			£
	£			£
Total Project Expenditure	£ 889	Total Project Income		£
Total project income B		£445		
Total project expenditure A		£889		
Project shortfall A – B		£444		
Grant sought from Wiltshire Council Area Board		£444		
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		Business Instant Access		

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. N/A

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: 12th May 2011

Position in organisation:

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