



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	Tollard Royal Village Committee		
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		

2. Your project

Project Title/Name	Village Marquee		
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 village does not have its own village hall or Church Hall and has to hire an old cart shed from Rushmore Estate on an ad hoc basis. This is small and cramped and a marquee would be used to increase the space available for village events, when used in conjunction with the old cart shed, or allow sheltered use of the parish owned community orchard if the cart shed is unavailable.		
In which community area does your project take place? (Please give name – see section 3 of the grants pack)	Southern		
I/we have discussed our project with the town/parish council?	Yes <input checked="" type="checkbox"/>	Date 12/9/2011	No <input type="checkbox"/>
I/we have discussed our project with our Wiltshire councillor?	Yes <input checked="" type="checkbox"/>	Date 12/9/2011	No <input type="checkbox"/>

Where will your project take place?	Tollard Royal
When will your project take place?	Ongoing
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>	Numbers have to be limited for village events due to lack of space and health and safety concerns. Tollard Royal has a strong communittee spirit with an active social committee which arranges village events throughout the year. The village does not have its own village hall and has to hire an old cart shed from Rushmore Estate on an ad hoc basis. This is small and cramped. A marquee would be used to increase the space available for village events and allow more villagers to join in events when used in conjunction with the old cart shed. Importantly, it would also allow sheltered use of the parish owned community orchard if the cart shed is unavailable.
How many people will benefit from your project?	120 villagers + friends
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.	a value for money project adding to the quality of life and environment within the village community by enhancing involvement in village activities 18
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? <i>If you answer YES please provide evidence elsewhere on the application form</i>)	Yes <input type="checkbox"/> No <input type="checkbox"/>
Any other information about your project.	

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"/>	Female	<input type="text" value="5"/>
25 – 50 years	Male	<input type="text"/>	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?

The minimal maintenance required will be funded by the Village Committee fund raising events

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?

Positive impact will be self-evident. The numbers limitation at events can be increased and the intended Queens Jubilee party in 2012, where planning has all ready started with early indication of very strong demand, will be hugely enhanced by the additional space provided by the marquee, as will other events.

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: August	Year: 2011
A - Total income:	£1302	
B - Minus total expenditure:	£1446	
Surplus/deficit for year: (A minus B)	£-144	
Free reserves currently held:	£1424 (inc 370 for Jubilee party)	

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	
marquee cost	£1,079	Own fundraising/reserves	C	£181
Tie downs	£84			£
opening wall pane	£18	Parish/town council		£
l	£			£
	£	Trusts/foundations		£
	£			£
	£	In kind		£
	£			£
	£	Other		£
	£			£
	£			£
	£			£
Total Project Expenditure	£1181	Total Project Income		£200

Total project income B	£181
Total project expenditure A	£1181
Project shortfall A – B	£1,000
Grant sought from Wiltshire Council Area Board	£1,000
Bank Details	
Please give the name of the organisations' bank account e.g. Barclays	National Westminster
Please give the title name of the organisations' bank account e.g. current	Tollard Royal Fund

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: 17/10/2011

Position in organisation:

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