



Community Area Grant Application Form 2012/2013

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

To fund projects up to £1,000 without the need for matched funding
To fund up to 50% of projects costs of projects over £1,000
Maximum Grant £5,000

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	Salisbury and South Wiltshire Museum						
Contact name							
Contact address							
Contact number	<table style="width: 100%; border: none;"> <tr> <td style="border: none; width: 80%;"></td> <td style="border: none; text-align: center; width: 10%;">e-mail</td> <td style="border: none; width: 10%;"></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						
2. Your project							
Project Title/Name	Save the Salisbury Scout						
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 museum would like to buy a Scout motor car made in Salisbury in 1912. The car was rescued from a garage in Devon by the current Salisbury based owners who then spent 6 years restoring it. It is now only one of two in existence; a true example of the city's industrial heritage of which Salisbury can be proud. Thanks to the support of Lord Pembroke the car will be displayed at Wilton House, but eventually it will become the centre piece of a new museum gallery dedicated to Salisbury's recent past. The museum would like to purchase the vehicle in time to celebrate its centenary in 2012.						
In which community area does your project take place? (Please give name – see section 3)	Salisbury						
I/we have discussed our project with the town/parish council?	<table style="width: 100%; border: none;"> <tr> <td style="border: none; width: 30%;">Yes <input checked="" type="checkbox"/></td> <td style="border: none; width: 30%; text-align: center;">Date March 2012</td> <td style="border: none; width: 40%; text-align: right;">No</td> </tr> <tr> <td style="border: none;">No <input type="checkbox"/></td> <td></td> <td></td> </tr> </table>	Yes <input checked="" type="checkbox"/>	Date March 2012	No	No <input type="checkbox"/>		
Yes <input checked="" type="checkbox"/>	Date March 2012	No					
No <input type="checkbox"/>							
I/we have discussed our project with our Wiltshire councillor?	<table style="width: 100%; border: none;"> <tr> <td style="border: none; width: 30%;">Yes <input type="checkbox"/></td> <td style="border: none; width: 30%; text-align: center;">Date March 2012</td> <td style="border: none; width: 40%; text-align: right;">No</td> </tr> <tr> <td style="border: none;">No <input checked="" type="checkbox"/></td> <td></td> <td></td> </tr> </table>	Yes <input type="checkbox"/>	Date March 2012	No	No <input checked="" type="checkbox"/>		
Yes <input type="checkbox"/>	Date March 2012	No					
No <input checked="" type="checkbox"/>							

Where will your project take place?	Wilton House/Salisbury Museum
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 800 characters only (inclusive of spaces)</i>	Salisbury Museum is a popular local museum mainly known for its outstanding archaeology collections. However one criticism of the museum is that it lacks displays relating to Salisbury's recent past (containing familiar objects that visitors can easily relate to). Buying the Scout will not only preserve a rare and outstanding item that is a key part of Salisbury's history, but it will help to broaden the appeal of the museum and attract new audiences including local residents and tourists. The museum will also need to recruit a team of enthusiastic volunteers to care for it and keep it in working order. Finally the car will be taken to outdoor events and act as an 'ambassador' for the museum and Salisbury - for example the car will be at the 4 June Jubilee celebrations on Hudson's field.
How many people will benefit from your project?	circa 20,000 per annum
How does your project demonstrate a direct link to the local community plan for your area (see www.wiltshire.gov.uk/areaboard) or priorities of your area board? Please provide a reference/page no.	see below
Any other information about your project. (Limited to a 1000 characters) Like many attractions in Salisbury the museum is a reason why tourists should spend longer in the City beyond visiting the Cathedral. Tourists who extend their stay make a major financial contribution to local businesses including accommodation providers, shops and restaurants. The Scout motor car will help the museum to become a 'must see' attraction: it will be a major selling point for the museum, an important addition to the wealth of heritage in the City and it will contribute to the museum's sustainability. Acquiring the car also fits into our overall masterplan for the redevelopment of the museum. At the moment we are focusing on our archaeology galleries which should be completed by 2014. We will then concentrate on developing a new gallery dedicated to recent history where the car will be the main display. Getting the car into the museum will be an incentive for trusts, business sponsors and individuals to support the fundraising campaign to build the new gallery.	
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"/>

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"/>
25 – 50 years	Male	<input type="text" value="2"/>	Female	<input type="text" value="4"/>
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 will 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 information 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 record the numbers of volunteers who look after the car; the number of people who visit it at special events, Wilton House, the museum and the number of outdoor events it is taken to. Through visitor surveys and evaluation we would expect to discover that car is an important reason why people decide to visit the museum and/or a major highlight of their visit.

Has Charities Information Bureau (CIB) helped you with this application/to seek funding for this project?

Yes

Date contacted CIB

No

To whom have you applied for funding for this project (*other than Wiltshire Council*)?

Name of Funder

Amount Applied For

Amount Received

Salisbury City Council

£5,000

Please list with amount applied for and whether you have been successful

PRISM Fund

£10,000

Have you or do you intend to apply for a grant from another area board within this financial year?

Yes

No

If yes, please state which one(s).

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:	£291,706	
B - Minus total expenditure:	£290,410	
Surplus/deficit for year: (A minus B)	£1,296	
Free reserves currently held (i.e. money not committed to other projects/operating costs)	£19,989 (31 March 2011)	

5. Financial information – If you can claim back V.A.T. please exclude VAT from the figures you provide us. If you have to pay the V.A.T then please include V.A.T. in the figures you provide us.

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	
Cost of buying car	£40,000	Own fundraising/reserves		£
	£	Donations	P/C	£20,000
	£	Parish/town council		£
	£	Salisbury City Council	C	£5,000
	£	Trusts/foundations		£
	£	PRISM Fund	P	£10,000
	£	In kind		£
	£			£
	£			
	£	Other		£
	£			£
	£			£
Total Project Expenditure	£40,000	Total Project Income		£35,000

Total project income B	£35,000
Total project expenditure A	£40,000
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 name of the organisations' bank account e.g. Chippenham Scouts	

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)

- All 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...

- This application meets all 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 a grant is received, I will provide copies of all receipts and invoices associated with the grant and provide information and photographs to demonstrate how the grant was spent.
- That any other form of licence or approval for this project has been received prior to submission of this grant 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: 26/04/2012

Position in organisation:

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