



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	Kennet Furniture Project		
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	Kennet Volunteer Programme (KVP)		
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 collect unwanted furniture and white goods, refurbish and sell it to low-income families in Kennet. We want to recruit a Volunteer Manager to run a volunteer programme aimed at recruiting and training people who have been unemployed for a long time. Together with Devizes Transport and Training Ltd, we will offer accredited courses in Warehousing and Logistics at no cost so that our volunteers can move on to employment. We will pay for their lunch and travel expenses. They will work alongside existing staff loading the van, delivering goods and managing the warehouse.		
In which community area does your project take place? (Please give name – see section 3 of the grants pack)	Devizes		
I/we have discussed our project with the town/parish council?	Yes <input type="checkbox"/>	Date	No <input checked="" type="checkbox"/>
I/we have discussed our project with our Wiltshire councillor?	Yes <input checked="" type="checkbox"/>	Date 16 Mar	No <input type="checkbox"/>

Where will your project take place?	At our base in the Hopton Industrial Estate
When will your project take place?	June 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>	In January, Jobcentre Plus in the Devizes constituency had 139 job vacancies on their books – and over eight jobseekers allowance (JSA) claimants hoping to get each one of them. Unemployment in the constituency is still on the increase. Since January 2011 unemployment in the constituency has risen 24.3 per cent. This gives Devizes the sixth worst percentage increase of all the constituencies in the United Kingdom. One of the strategic priorities of the Devizes Strategy and Action Plan is to create more employment opportunities to the area and to encourage community involvement and volunteering, especially among young people. Many of our clients, who are often from disadvantaged families in Kennet, enquire about volunteer and training opportunities within the Furniture Project. People's confidence and self-esteem will rise and they will become more involved in their communities as a result.
How many people will benefit from your project?	15
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.	Creating employment opportunities is highlighted in Strategic Action Pn 22
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. We currently hold £75,000 in reserves. £45,000 of this has been allocated to the purchase of one of the warehouse units we currently rent; £10,000 is allocated for the purchase of a new van.	

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" value="3"/>
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?

We have a strong track record in fundraising and we will apply to grant-making trusts and foundations. The Council's support will encourage future funders to invest in our project.

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 ask all new volunteers to complete a skills and confidence questionnaire when they start, after three and six months, and when they move on. We will monitor how many of our volunteers go on to find paid employment. We will be working with the Devizes Job Centre to see the impact it has made

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

Odin Charitable Trust

£2,000

£2,000

Wilts & Swindon Community Foundn

£5,520

pending

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: 30	Month: Sept	Year: 2011
A - Total income:	£64,493	
B - Minus total expenditure:	£79,484	
Surplus/deficit for year: (A minus B)	£14,991	
Free reserves currently held:	£75,000	

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	
Volunteer Manager (7.5 hrs pw)	£4,573	Own fundraising/reserves	C	£421
Line management (1 hr pw, Coord)	£676			£
Project admin (2 hrs per week)	£811	Parish/town council		£
Vol t & s (£4pp, 100 days)	£6,000			£
Landline (20% annual bill)	£132	Trusts/foundations	C	£2,000
Printing & advertising	£250		P	£5,520
	£	In kind		£
	£			£
	£	Other		£
	£			£
	£			£
	£			£
Total Project Expenditure	£12,441	Total Project Income		£7,941

Total project income B	£7,941
Total project expenditure A	£12,441
Project shortfall A – B	£4,500
Grant sought from Wiltshire Council Area Board	£4,500
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: 16/03/2012

Position in organisation:

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