



Reference no
Log no 016
For office use

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	Pewsey 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	The Production and Publication of a Neighbourhood Development Plan		
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 plan will set out, in accordance with extensive community consultation, the development within Pewsey parish and those other parishes who wish to be involved up until 2026. The plan will be in line with the Localism Act 2012 and the Wiltshire Council's Guide to Neighbourhood Planning. The mandate to write the plan was provided by Pewsey Parish Council in 2011		
In which community area does your project take place? (Please give name – see section 3)	Pewsey		
I/we have discussed our project with the town/parish council?	Yes <input checked="" type="checkbox"/>	Date 2011/2012	No <input type="checkbox"/>
I/we have discussed our project with our Wiltshire councillor?	Yes <input checked="" type="checkbox"/>	Date 2011/2012	No <input type="checkbox"/>

Where will your project take place?	Pewsey
When will your project take place?	2011-2013
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 700 characters only (inclusive of spaces)</i>	Government authorisation and Wiltshire Council presentations. A clear community based development plan will underpin the Wiltshire Core Strategy to provide local development requirements over the period.
How many people will benefit from your project?	Approximately 3500 in Pewsey and 2000 <i>in other parishes participating</i>
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.	It will be based on the community consultation and conforms to the Partnership Plan 7,11,33
Any other information about your project. (Limited to a 1000 characters) The project is being steered by a Working Group made up of a cross section of people from the community including Cllrs, Partnership members, Chamber of Commerce, Youth council etc. It has been in place since early 2011 at no cost but has reached the stage where funding will be required for the community consultation etc	
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 checked="" type="checkbox"/>
Could your project be funded from your reserves?	Yes <input type="checkbox"/> 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 checked="" 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" value="4"/>	Female	<input type="text" value="1"/>
25 – 50 years	Male	<input type="text" value="3"/>	Female	<input type="text" value="3"/>
Under 25 years	Male	<input type="text" value="1"/>	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?
The project is finite and once completed will no longer need funding

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?
The plan will be approved and adopted by Wiltshire Planning department and its recommendations observed by developers thus complying with the wishes of the community, ipso facto..

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
PEWSEY PARISH COUNCIL	£500	£500

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

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:	Month: <i>April</i>	Year: <i>2012</i>	
A - Total income:	£ <i>98,194</i>		
B - Minus total expenditure:	£ <i>81,436</i>		
Surplus/deficit for year: (A minus B)	£ <i>16,758</i>		
Free reserves currently held (i.e. money not committed to other projects/operating costs)	£ <i>58,225</i>		
5. Financial information – If you can claim back V.A.T. please <u>exclude</u> 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)	
		PIC	
<i>Venue Hire</i>	£ <i>250</i>	Own fundraising/reserves	£
<i>Publicity</i>	£ <i>150</i>		£
<i>Printing/publication(some)</i>	£ <i>500</i>	<i>Parish/town council</i>	<i>C</i> £ <i>500</i>
<i>Research</i>	£ <i>100</i>		£
	£	Trusts/foundations	£
	£		£
	£	In kind	£
	£		£
	£		£
	£	Other	£
	£		£
Total Project Expenditure	£ <i>1000</i>	Total Project Income	£ <i>500</i>
Total project income B		£ <i>500</i>	
Total project expenditure A		£ <i>1000</i>	
Project shortfall A – B		£ <i>500</i>	
Grant sought from Wiltshire Council Area Board		£ <i>500</i>	
Bank Details			
Please give the name of the organisations' bank account e.g. Barclays		<i>Scouts</i>	
Please give the name of the organisations' bank account e.g. Chippenham Scouts		<i>Scouts</i>	

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: 27/06/2002

Position in organisation: _____

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

