



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	Bradford on Avon and District French Twinning Association		
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	May 2013 Visit of French Twin Town of Sully to Bradford + Trip by Fitzmaurice School to Sully		
What is your project about and what does it aim to achieve?	* To ensure a successful exchange visit to Bradford by 50 adults and 20 young dancers from Sully - a larger number than previously . *To strengthen links between Fitzmaurice school pupils and their partner school in Sully and enable disadvantaged Fitz pupils to visit Sully in Mar 13 . * To improve the Bradford - Sully twinning link - benefits will be economic and tourism, cultural and educational . * To help support Bradford shops, firms, Wilts Music Centre and TIC. * To improve the civic links between the two towns and understanding between the two peoples .		
Important: This section is limited to 600 characters only (inclusive of spaces).			
In which community area does your project take place? (Please give name – see section 3)			
I/we have discussed our project with the town/parish council?	Yes <input checked="" type="checkbox"/>	Date 9.8.12	No <input type="checkbox"/>
I/we have discussed our project with our Wiltshire councillor?	Yes <input checked="" type="checkbox"/>	Date 23.7.12	No <input type="checkbox"/>

Where will your project take place?	Bradford and the villages, Fitz School, Wiltshire Music Centre + Stourhead.
When will your project take place?	May 8 to 12 th 2013 (visit from Sully)
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>	There is an ongoing need for French Twinning visits to Bradford. Grant support is needed so that all the costs do not fall on the 60 members of the Assocn , which holds monthly fund-raising events, but there is a shortfall. The need for this project is shown by support of 15 local shops and businesses, Fitzmaurice school, the Town Council and French Twinning Assocn. Benefits will flow to people in our whole community area -including villages where 25% of Assocn members live . They will see shop window displays and Bradford being promoted. The twinning link will improve and involve lots of young people. The dancers will perform for the public. 32 Fitzmaurice pupils will be able to visit Sully!
How many people will benefit from your project?	All community and 750 individuals
How does your project demonstrate a direct link to the local community plan for your area? (see www.wiltshire.gov.uk/areaboards) or priorities of your area board) Please provide a reference/page no.	Page 5 - Support for tourism Page 6 - Encourage Bradford shops Page 11 - Support for Voluntary Groups and the Arts Page 9 - Education All these aims advanced
Any other information about your project. (Limited to a 1000 characters) Our project will benefit people in Bradford and local villages. The Twinning Charter is between the towns and the Twinning Assocns organise activities. The 20 young dancers from Sully will bring a new generation to twinning as will Fitzmaurice pupils going to Sully. Grant support will enable 10 disadvantaged pupils from Bradford to join the Sully trip . The French dancers' public performance will be open to all. By bringing 70 new French customers to Bradford - to our shops, Music Centre and to Stourhead - the project will stimulate the local economy and arts scene The project will support activities such as days out and social meals. It will cover the costs of our visitors and support the local people acting as hosts. Host families cannot afford to provide all the entertainment for the visitors themselves - grant aid is needed . Bradford and District French Twinning Assocn members will pay all their own costs for meals and days out .	
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" value="3"/>	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 will continue after the Wiltshire Council funding runs out, how will you continue to fund it?

Through the Twinning Assocn's own fund-raising activities and applying to the Town Council for a grant .

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?

- * Feedback from shops about increased custom - reported by Chamber of Commerce .
- * Responses from host families, 70 French visitors, and Bradford and village communities .
- * Feedback from Wiltshire Music Centre on increased custom . Feedback on dancers 'visit.
- * Information from Fitzmaurice school - teachers, pupils and parents -on number of pupils assisted and success of their visit to Sully.

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

Bradford Town council

£ 600

£ 500

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

Sully Twinning Assocn (France)

£1550

£1550

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: 31st	Month: Dec	Year: 2011
A - Total income:	£2,648	
B - Minus total expenditure:	£ 447	
Surplus/deficit for year: (A minus B)	£2,201	
Free reserves currently held (i.e. money not committed to other projects/operating costs)	£1,040 (Accounts attached)	

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	
Fitz trip to Sully	£400	Own fundraising/reserves	C	£3,500
Project with shops	£200			£
COSTS of FRENCH VISIT:	£	Parish/town council	C	£500
Music Centre Concert	£900			£
Visit to Stourhead	£1,715	Trusts/foundations		£
B+b / Mealsfor Dancers	£2,651			£
Meal for 70 Visitors	£1,690	In kind		£
	£			£
	£			
	£	Other		£
	£	Sully Twinning Assocn (France)		£1,550
Total Project Expenditure	£7,556	Total Project Income		£5,550
Total project income B		£5,550		
Total project expenditure A		£7,556		
Project shortfall A – B		£2,006		
Grant sought from Wiltshire Council Area Board		£2,006		
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: 01/08/2012

Position in organisation:

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