



## 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	West Dean Playground Committee		
Contact name	J Greene		
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	Improving our playspace		
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>	West Dean is a village with no shop, pub or school thus our playground has an important additional social function as a meeting place for us all as well as being safe space for children. 25 years ago swings and a slide were erected and a wendy house was built. These are now showing their age and the number of children in the village has risen. Parents, grandparents and children, with support from the Parish Council, have joined together to see if we can bring the playground up to date, provide facilities for a much wider age group and include equipment for children with disabilities.		
In which community area does your project take place? <i>(Please give name – see section 3)</i>	Southern Area		
I/we have discussed our project with the town/parish council?	Yes <input checked="" type="checkbox"/>	Date 07/11/12	No <input type="checkbox"/>
I/we have discussed our project with our Wiltshire councillor?	Yes <input checked="" type="checkbox"/>	Date 07/11/12	No <input type="checkbox"/>

<b>Where will your project take place?</b>	West Dean Recreation Ground
<b>When will your project take place?</b>	February 2013 - August 2013
<b>How did you discover there was a need for your project (please provide evidence) and how will your project benefit your local community?</b>  <i>Important: Please do not type/write in paragraphs – This section is limited to 700 characters only (inclusive of spaces)</i>	As parents, we saw that our park was relatively un-used, hadn't been updated for a long time and catered mainly for younger children. Parks in some other places had been recently redeveloped and we wondered if ours could be too? We formed a committee and held an open meeting in the Village Hall where over 30 people brought their ideas. With over 50 children aged 0-16 and few amenities, we wanted to provide something with longevity as well as accessibility for those who can't drive. This will allow local families to enjoy a visit to a park within the village, enhance the baby and toddler group, provide a safe place for older children to play and space for teenagers to "hang out".
<b>How many people will benefit from your project?</b>	145 households inc over 50 children
<b>How does your project demonstrate a direct link to the local community plan for your area? (see <a href="http://www.wiltshire.gov.uk/areaboards">www.wiltshire.gov.uk/areaboards</a>) or priorities of your area board) Please provide a reference/page no.</b>	Support the provision of appropriately equipped children & young people's play areas taking into consideration access for people with special needs  sec 58
<b>Any other information about your project. (Limited to a 1000 characters)</b> West Dean villagers, together with our Parish Council, have worked hard to maintain a strong and active community here despite having very few remaining amenities. We worked on our Village Design Statement together, involving the whole community, and are proud of what it says about us : how important a sense of design, concern for environmental sustainability and respect for wildlife is to this community. <a href="http://www.southwilts.com/site/West-Dean-PC/West%20Dean%20VDS.pdf">http://www.southwilts.com/site/West-Dean-PC/West%20Dean%20VDS.pdf</a>  Improving our playspace takes that work forward.	
<b>To be completed ONLY where town/parish councils are making an application</b>	
<b>Is your project one which parish/town councils have powers to raise local taxes to fund?</b>	Yes <input type="checkbox"/> No <input type="checkbox"/>
<b>Could your project be funded from your reserves?</b>	Yes <input type="checkbox"/> No <input type="checkbox"/>
<b>Is your project urgent (having to be completed in this financial year? If you answer YES please provide evidence elsewhere on the application form)</b>	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="2"/>	Female	<input type="text" value="1"/>
25 – 50 years	Male	<input type="text" value="1"/>	Female	<input type="text" value="2"/>
Under 25 years	Male	<input type="text" value="0"/>	Female	<input type="text" value="2"/>
Disabled People	Male	<input type="text" value="1"/>	Female	<input type="text" value="1"/>
Black and Minority Ethnic people	Male	<input type="text" value="0"/>	Female	<input type="text" value="0"/>

If your project will continue after the Wiltshire Council funding runs out, how will you continue to fund it?  
Support from the Parish Council + funding from annual fete proceeds

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 be able to see immediately how and when children, teenagers and families are using the improved space. The Mother & Toddler group will be asked for their evaluation; older children, teenagers and interested adults will be asked for their comments and recommendations via the well established "Friends of West Dean" e-mail system.

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

Viridor

£4,500

West Dean Fete Cttee

£1,200

£1,200

West Dean Parish Council

£1,500

£1,500

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)**

<b>Year ending:</b>	<b>Month:</b>	<b>Year:</b>
<b>A - Total income:</b>	£	
<b>B - Minus total expenditure:</b>	£	
<b>Surplus/deficit for year: (A minus B)</b>	£	
<b>Free reserves currently held (i.e. money not committed to other projects/operating costs)</b>	£	

**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.**

<b>Project Costs A</b> Please provide a <u>full</u> breakdown e.g. equipment, installation etc.		<b>Project Income B</b> Please list all sources of funding for this project, as provisional (P) or confirmed (C)		
			<b>P/C</b>	
creation of new path	£2,475	<b>Own fundraising/reserves</b>	c	£1,200
birds nest swing	£2,323	2013 fete	p	£700
pavilion with seating	£3,081	<b>Parish/town council</b>	c	£1,500
smaller equipment	£993	annual parish maintenance	c	£1,200
train + carriage	£1,712	<b>Trusts/foundations</b>	p	£4,500
tunnel	£800			£
installation	£4,002	<b>In kind</b>	c	£1,686
annual maintenance	£1,200	donation of tunnel	c	£800
	£			
	£	<b>Other</b>		£
	£			£
<b>Total Project Expenditure</b>	<b>£16,586</b>	<b>Total Project Income</b>		<b>£11,586</b>
<b>Total project income B</b>		£11,586		
<b>Total project expenditure A</b>		£16,586		
<b>Project shortfall A – B</b>		£5,000		
<b>Grant sought from Wiltshire Council Area Board</b>		£5,000		
<b>Bank Details</b>				
<b>Please give the name of the organisations' bank account e.g. Barclays</b>		Lloyds TSB		
<b>Please give the name of the organisations' bank account e.g. Chippenham Scouts</b>		West Dean Playground		

**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:**

**Position in organisation:**

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