



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	Downton Tennis Club		
Contact name	A Bushby		
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	Installation of Floodlights on 3 rd court at Downton Tennis Club		
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 Club has 2 floodlit and 1 unlit court. Permission has been granted for installation of floodlights for the 3rd court. This is important for 6 key objectives: 1. Growth of junior tennis through a year round pgm, evening play & court time for play twice per week 2. Increased number of Regular Competing Juniors 3. Stronger integration of junior and adult pgms through doubles tennis tactics & competition 4. Growth of adult pgm through beginner courses, coaching & competition 5. Junior & Adult floodlit leagues 6. Increased membership opportunities for community sport & club prosperity		
In which community area does your project take place? <i>(Please give name – see section 3)</i>	Southern Wiltshire		
I/we have discussed our project with the town/parish council?	Yes <input checked="" type="checkbox"/>	Date 25/10/12	No <input type="checkbox"/>
I/we have discussed our project with our Wiltshire councillor?	Yes <input checked="" type="checkbox"/>	Date 5/11/12	No <input type="checkbox"/>

Where will your project take place?	Downton Tennis Club
When will your project take place?	As soon as funding is in place
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>	The need for the additional floodlights is apparent from discussion with players at a previous AGM and from competition for court space on weekday evenings – junior coaching x 2, club mix in x 2 and match practice. All sessions are junior or adult/junior sessions. In addition, the club business plan has identified the need for additional court time at peak periods to enable growth. Finally the Lawn Tennis Association is trying to drive up membership and competition within junior programmes and so this is fulfilment of a national objective.
How many people will benefit from your project?	All players at the Tennis Club - 180
How does your project demonstrate a direct link to the local community plan for your area? (see www.wiltshire.gov.uk/areboards) or priorities of your area board) Please provide a reference/page no.	Project directly supports community elements within the S Wilts Community Plan 2010-15. The project will increase youth and adult leisure activities page 15 & 16. Items 58, 59, 61, 69.
Any other information about your project. (Limited to a 1000 characters) Downton TC is both a members club and a pay & play centre. The club has 135 members and a further 45 regular players who are non members. The club has good links with local schools (Primarys: Downton, Whiteparish, Morgans Vale, Hale, Western Downlands/Rockbourne, Breamore; Secondarys: Trafalgar School, The Burgate School) which are frequented by our coaches to encourage greater participation in the sport. Several of our schools entered the Salisbury Schools Sports Partnership 2011/12. Downton TC is clubmark approved (recognising good standards and child protection policies) and was awarded Beacon Status in 2011 in recognition of its free and affordable tennis opportunities. The club also hosts an annual charity day (Cancer Research) and open days to encourage greater community participation. The club reserves funds every year (sink fund) for maintenance of existing facilities. This currently stands at £11000. This is essential for court resurfacing (£24000) in 2014/15.	
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" value="3"/>
25 – 50 years	Male	<input type="text" value="1"/>	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?

The club puts aside £6000 per annum into a sinking fund to ensure that the courts, lights and clubhouse are maintained or replaced once beyond economic repair

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 club collect data such as membership numbers, the number of regular competing juniors and the usage of court time.

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

Yes

Date contacted CIB 21/10/12

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
LTA	3000	
Parish Council	250	
Landfills Community Fund	3000	
Bag4Sport	250	

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:	Month: March	Year: 2012
A - Total income:	£12931	
B - Minus total expenditure:	£11898	
Surplus/deficit for year: (A minus B)	£1033	
Free reserves currently held (i.e. money not committed to other projects/operating costs)	£2020	

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	
Installation	£11,652	Own fundraising/reserves		£1,116
Planning	£150			£
Bat survey	£564	Parish/town council	P	£250
	£			£
	£	Trusts/foundations		£
	£	Landfill Community Fund	P	£3,000
	£	In kind		£
	£			£
	£	Other		£
	£	LTA	P	£3,000
Total Project Expenditure	£12,366	Total Project Income		£7,366

Total project income B	£7,366
Total project expenditure A	£12,366
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	Lloyds TSB
Please give the name of the organisations' bank account e.g. Chippenham Scouts	Downton Tennis Club

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) 20/07/2012
- 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: Alastair Bushby

Date: 06/11/2012

Position in organisation: Chairman

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