



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	Kennet Community Transport		
Contact name			
Contact address			
Contact number		e-mail	
Organisation type	Not for profit organisation <input type="checkbox"/> Parish/town council <input type="checkbox"/> Other, please specify Registered charity		

2. Your project

Project Title/Name	Kennet Community Transport		
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 are a registered charity operating from Marlborough and provide transport into Marlborough from the surrounding district for elderly and disabled people so that they can attend either or both of the two day centres - Jubilee or New Road. Transport is in the form of a minibus that has been converted for wheelchair access. As of March 2013 the lease on the minibus expires and we need to find funds to purchase a replacement. Our aim to raise sufficient funds for the deposit required to purchase a new bus that will be reliable, be more fuel efficient and continue to serve the local community with this essential service for many years to come. We are the only organisation within the Marlborough area to offer this essential service and to meet the individual needs of elderly and disabled people requiring our service.		
In which community area does your project take place? (Please give name – see section 3)	Marlborough, Pewsey and Tidworth		
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 type="checkbox"/>	Date	No <input checked="" type="checkbox"/>

Where will your project take place?	Marlborough, Pewsey and Collingbourne districts
When will your project take place?	1st April 2013
How did you discover there was a need for your project (<i>please provide evidence</i>) and how will your project benefit your local community? <i>Important: Please do not type/write in paragraphs – This section is limited to 800 characters only (inclusive of spaces)</i>	The existing lease expires March 2013. Unless funding becomes available to purchase a new bus the Marlborough area will lose its only wheelchair accessible community transport.
How many people will benefit from your project?	40 per week
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.	Our primary aim is to address - ' Inadequate public transport exacerbating rural isolation (P15) - we provide accessible transport to fill gaps in provision. However, we also improve the "provision of on-call transport at low cost for elderly an disabled" (P15) - we could become affiliated to the Link schemes to enhance this service. Our service also address issues raised in the Health and Wellbeing section - Access to Local Health Services (P13) - we regularly take people to attend medical and dental appointments.
Any other information about your project. (Limited to a 1000 characters)	
<p>Kennet Community Transport has served the Marlborough area since 1990. It is a charity that runs a minibus with a lift and fittings to transport people in wheelchairs and with other disabilities, and is the only public transport system in the area so fitted.</p> <p>Its principle role every week day is to bring people who would otherwise be housebound into Marlborough's two day centres - the Jubilee Centre for elderly people and the New Road Centre for people of all ages with disabilities. It takes them home in the afternoon, and sometimes on trips during the day- maybe shopping or to the West Woods bluebells. We also act as transport when required for the other care homes in the area when they require our service to take the residents for day trips out. We are also used by elderly or disabled individuals for dentist or doctors appointments. We provide a unique and irreplaceable service in the locality, completing over 1000 passenger journeys annually.</p>	
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? <i>If you answer YES please provide evidence elsewhere on the application form</i>)	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="5"/>	Female	<input type="text" value="4"/>
25 – 50 years	Male	<input type="text"/>	Female	<input type="text"/>
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?
We are currently seeking corporate sponsorship and donations to fund a replacement vehicle.

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 lack of accessible transport will have a serious impact on the ability of users of our service to attend their day centres and other venues which will have a detrimental effect on their quality of life. Testimonials to this effect will be obtained from the managers of our day centres together with passenger statistics.

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

Yes Date contacted CIB 13/11/12 No

To whom have you applied for funding for this project (*other than Wiltshire Council*)?

Name of Funder	Amount Applied For	Amount Received
Aster -Wish upon a star	£2000	

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).

Marlborough

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: December	Year: 2011		
A - Total income:	£ 27191			
B - Minus total expenditure:	£ 28537			
Surplus/deficit for year: (A minus B)	£ (1166)			
Free reserves currently held (i.e. money not committed to other projects/operating costs)	Nil - All reserves are allocated towards the cost of purchasing a new bus - As this fund is insufficient we are pursuing alternative funding sources to obtain a new vehicle			
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)		
			P/C	
Deposit for new minibus	£15,000	Own fundraising/reserves		£5000
	£			£
	£	Parish/town council		£
	£			£
	£	Trusts/foundations		£
	£			£
	£	In kind		£
	£			£
	£	Other Aster-Wish upon a star		£ 2000
	£	Marlborough Area Board		£ 5000
	£			£
Total Project Expenditure	£15,000	Total Project Income		£ 12,000
Total project income B		£ 12,000		
Total project expenditure A		£ 15,000		
Project shortfall A – B		£ 3000		
Grant sought from Wiltshire Council Area Board		£ 3000		
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: 19/12/12

Position in organisation:

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