



## 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	Marlborough Tennis Club		
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 Community Amateur Sports Club. No.CASC 04268		

### 2. Your project

Project Title/Name	Tennis at St John's		
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 would like to purchase two lockable storage containers which will be kept at St John's school, enabling the club to easily access, erect and dismantle tennis nets. We are keen to make use of the new court facilities all year round during evenings, weekends and school holidays for coaching young people and some club matches. The nets will enable the Tennis Club to engage with more young people by providing a coaching facility at weekends and evenings and holidays at a location which is good and with which they are familiar.		
In which community area does your project take place? ( <i>Please give name – <a href="#">see section 3</a></i> )	Marlborough		
I/we have discussed our project with the town/parish council?	Yes <input type="checkbox"/>	Date When	No <input checked="" type="checkbox"/>
I/we have discussed our project with our Wiltshire councillor?	Yes <input type="checkbox"/>	Date When	No <input checked="" type="checkbox"/>

<b>Where will your project take place?</b>	St John's School Marlborough
<b>When will your project take place?</b>	Commencing February 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>	Marlborough Tennis Club has long planned to make use of the new tennis court facilities at St John's to encourage more participation by young people in the game of tennis. In order to combine the needs of the school, which uses the courts for a range of sports according to the season, with the needs of the Tennis Club, it will be necessary to purchase additional storage for the tennis nets. The nets are erected for school and community use from April-July each year, but stored some distance away from the courts for the rest of the year. To make best use of the courts we need to access the nets quickly and easily before the organised coaching lessons.
<b>How many people will benefit from your project?</b>	Approx 15 to 20 fr each yr grp
<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>	Children & Young People- Access to Sports facilities/ Provision of after-school activities Local Amenities- Sports & Leisure facilities  P10/P17
<b>Any other information about your project. (Limited to a 1000 characters)</b> The storage boxes will enable the school to store tennis nets for all six courts in a location that coaches and/or club members can access easily and erect, with minimum delay for coaching sessions. We are keen to ensure that other clubs/groups who want to access the courts can also make use of the nets, thus encouraging sporting activity still further. The Club plans to make use of the courts by offering opportunities for juniors and new players in particular as they are currently under-provided for. This will be an additional resource for us. The funds that are currently in our bank account are all allocated to our project to construct six new courts at a new tennis facility for the town.	
<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="4"/>
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?

The storage boxes are of sturdy and long-lasting construction and have a life expectancy of many years. They require minimum maintenance.

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 work closely with staff at St John's, who will be able to monitor the number of additional hours of tennis use, outside of school hours, that is made by clubs and groups.

The tennis club will assess the effectiveness of the project by measuring increases in the numbers of new courses offered and numbers of new players, particularly juniors.

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*)?

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

Name of Funder	Amount Applied For	Amount Received

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: December	Year: 2011
A - Total income:	£37,109	
B - Minus total expenditure:	£27,987	
Surplus/deficit for year: (A minus B)	£9,122	
Free reserves currently held (i.e. money not committed to other projects/operating costs)	£Nil	

**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	
2 x Sentribox XLock622	£998	Own fundraising/reserves		£
	£			£
	£	Parish/town council		£
	£			£
	£	Trusts/foundations		£
	£			£
	£	In kind		£
	£			£
	£			
	£	Other		£
	£			£
<b>Total Project Expenditure</b>	<b>£998</b>	<b>Total Project Income</b>		<b>£</b>
<b>Total project income B</b>		<b>£0</b>		
<b>Total project expenditure A</b>		<b>£998</b>		
<b>Project shortfall A – B</b>		<b>£998</b>		
<b>Grant sought from Wiltshire Council Area Board</b>		<b>£998</b>		
<b>Bank Details</b>				
<b>Please give the name of the organisations' bank account e.g. Barclays</b>				
<b>Please give the name of the organisations' bank account e.g. Chippenham Scouts</b>				

**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:** 18/12/2012

**Position in organisation:** Chair

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