



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	Friends of Erlestoke Prison		
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	'Try Walking in My Shoes'		
What is your project about and what does it aim to achieve?	To encourage offenders to think about their victims and the impact of their crimes. It will be a joint venture with local Victim Support with the aim of reducing reoffending. It will involve facilitation of a group of prisoners, who will design and make large mosaic "footprints" to reflect their thoughts about their victims and their families. The mosaics will be installed in a prison area accessed by prisoners, staff, and visitors. Although victim empathy work is a central part of many offending behaviour courses, there is no visual representation of the impact of crime in the prison.		
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)	Devizes		
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?	HMP Erlestoke
When will your project take place?	February 2013
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>	Lack of victim empathy amongst offenders is known to be a central factor in re-offending. This project aims to reduce this by increasing victim empathy. The impact of crime is often devastating and those offenders who are sentenced to custody are responsible for some of the most serious crimes, which have the most adverse and long lasting consequences for the victims. (2012 Compendium of re-offending statistics and analysis - Ministry of Justice Statistics Bulletin published July 2012). The project will have succeeded if the mosaics trigger create new thinking about victim's experiences. The community will benefit from reduced re-offending and less crime
How many people will benefit from your project?	See below
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.	Devizes Plan not available online
Any other information about your project. (Limited to a 1000 characters) Given the nature of this project, it is impossible to know precisely how many people may benefit from the grant. However, in addition to the small group of prisoners making the mosaic, it is hoped that many of the 500 prisoners who will encounter the mosaics on a daily basis will benefit by connecting to the experience of victims. This will in turn benefit the wider community if increased victim empathy prevents further offending. Others who will encounter the mosaics are the large number of visitors to the prison (including prisoner's families and children) and the staff who will pass by the mosaics on a regular basis. It will be the only visual representation of the impact of crime on victims in the prison.	
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 checked="" type="checkbox"/>
Could your project be funded from your reserves?	Yes <input type="checkbox"/> No <input checked="" 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 checked="" 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="1"/>	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?
From additional fund raising, if we really have to, but hope that this will not be the case as this is a 'one off' project.

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 Offender Management Unit in the prison works closely with prisoners on the issue of victim empathy. Within 1:1 work with prisoners, probation staff in the prison will be able to assess changes in their level of victim empathy. If the project succeeds, some prisoners will have a new awareness of the impact of crime and an increased sensitivity to others.

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

Yes Date contacted CIB discussions since July 2011
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
Wiltshire Police Authority Fund	3,000	0

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: July 2011 - Nov 2012	Month: Nov	Year: 2012
A - Total income:	£23, 145	
B - Minus total expenditure:	£2,034	
Surplus/deficit for year: (A minus B)	£21,111	
Free reserves currently held (i.e. money not committed to other projects/operating costs)	£611	

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	
Design. making session	£	Own fundraising/reserves	C	£1,500
and materials	£3,000			£
(Quote attached)	£	Parish/town council		£0
	£			£
	£	Trusts/foundations		£0
	£			£
	£	In kind		£0
	£			£
	£			
	£	Other		£0
	£			£
Total Project Expenditure	£3,000	Total Project Income		£1,500

Total project income B	£1,500
Total project expenditure A	£3,000
Project shortfall A – B	£1,500
Grant sought from Wiltshire Council Area Board	£1,500
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: 25/11/2012

Position in organisation:

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