



## 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	Oaksey youth 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		

### 2. Your project

Project Title/Name	Music Maniacs		
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 project aims to provide an environment in which 12-19 year olds can learn to perform music with friends. There is no current provision for this as Oaksey is a rural area with no evening bus service or after school programmes. The project will cater for those with no musical skill to those that already play an instrument; encouraging creativity. It aims to be low cost and inclusive. Transferrable skills that will be developed include team work, listening, improved confidence, concentration and encouraging positive behaviour within the community. We have musical instruments for general use.		
In which community area does your project take place? <i>(Please give name – see section 3)</i>	Malmesbury		
I/we have discussed our project with the town/parish council?	Yes <input checked="" type="checkbox"/>	Date 12.10.2012	No <input type="checkbox"/>
I/we have discussed our project with our Wiltshire councillor?	Yes <input checked="" type="checkbox"/>	Date 12.9.2012	No <input type="checkbox"/>

<b>Where will your project take place?</b>	Oaksey Village Hall
<b>When will your project take place?</b>	within 1 year of funding approval
<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>	Teens in Oaksey discussed with us their wish for a music project to cater for an older age group allowing them to compose and perform with friends. We distributed a questionnaire asking young people in the area if they were interested .Most were looking for musical experience and were not involved in or knew of similar projects. The project will benefit the community by giving participants an activity outside school encouraging integration into the communityand Important transferrable skills. Feedback has shown the value of music in both mental and physical wellbeing, increasing self management, organisation, memory and dexterity.
<b>How many people will benefit from your project?</b>	about 40.
<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/areboards">www.wiltshire.gov.uk/areboards</a>) or priorities of your area board) Please provide a reference/page no.</b>	p18. more events, increases use of village hall, affordable activities for young people  p22more things to do, not in a youth club.  p24 Oaksey PC support for youth club
<b>Any other information about your project. (Limited to a 1000 characters)</b> The annual accounts refer to Oaksey Youth Club, the modest balance is for Youth Club activities.Music balance is for young music events. We will run 2 workshops to cover creative and performing aspects of music making. We have consulted with a music consultant to find the best leaders appropriate to this type of work. The first day will involve team building skills and demonstrate how to work within the group and formulate creative ideas together. The second day will develop these principles allowing participants to write music and songs and learn aspects of performance from playing together. The 2 days will aim to encourage self help and promote continuation of the project by giving participants the skills to carry on by themselves. Parents and friends will give voluntary help. We will publicise in Malmesbury and other local schools, parish magazines, word of mouth, social media and posters. We will inform local youth clubs, Youth Action Wiltshire, and Wiltshire Arts Project.	
<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="3"/>	Female	<input type="text" value="2"/>
25 – 50 years	Male	<input type="text"/>	Female	<input type="text" value="2"/>
Under 25 years	Male	<input type="text"/>	Female	<input type="text" value="1"/>
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?  
Fundraising by the groups. We will provide the space for music making and practicing.

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 get feedback forms after each session and send out another questionnaire at the end of the project.

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

Yes       Date contacted CIB 19.11.2012      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: 2012	Month: 3	Year: 2012
A - Total income:	£2704	
B - Minus total expenditure:	£2043	
Surplus/deficit for year: (A minus B)	£660	
Free reserves currently held (i.e. money not committed to other projects/operating costs)	£0	

**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 leaders 1 1/2 days	£860	Own fundraising/reserves		£
	£			£
	£	Parish/town council		£
	£			£
hall hire x 2 days	£130	Trusts/foundations		£
	£			£
	£	In kind		£
	£			£
i	£			
	£	Other		£
	£		p	£
<b>Total Project Expenditure</b>	<b>£</b>	<b>Total Project Income</b>		<b>£</b>

<b>Total project income B</b>	<b>£</b>
<b>Total project expenditure A</b>	<b>£990</b>
<b>Project shortfall A – B</b>	<b>£990</b>
<b>Grant sought from Wiltshire Council Area Board</b>	<b>£990</b>
<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>	Oaksey Youth 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)
- 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:** 19/01/2013

**Position in organisation:** Music Project Administrator

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