Wiltshire Council
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Reference no
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For office use

Community Area Grant Application Form
2010/2011

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
We strongly advise that you contact your Community Area Manager before completing your application.

1 - Your organisation or group

Name of organisation	All Cannings Community Store Association Ltd
Contact name	
Contact address	
Contact number	e-mail
Organisation type	**Not for profit organisation** ☐ **Parish/town council** ☐ **Other, please specify** Industrial & Providant Company

2 – Your project

In which community area does your project take place? (Please give name – see section 3 of the grants pack)	Devizes
Does your town/parish council know about your project?	**Yes** ☒ **No** ☐
What is your project? **Important: This section is limited to 300 characters only (inclusive of spaces).**	Upgrade of present till and back-office computer systems
Where will your project take place?	AC Shop
When will your project take place?	when funding is available. Planned for 31/12
How many people will benefit from your project?	Shop staff and volunteers 35 people
How does your project demonstrate a direct link to the community plan for your area? **Please provide a reference/page no.**	Part of existing shop activity 6

What is the link between your project and other local priorities? e.g. Priorities set by your area board and parish plans.
Furtherance of services to community and visitors to the area

How did you discover there was a need for your project and how will your project benefit your local community?
Important: Please do not type in paragraphs – This section is limited to 1200 characters only (inclusive of spaces)
Present software has severe limitations in key areas and is subject to uncurable problems. The present credit card reader is not linked to the till and is a source of error and loss of income.

Any other information about your project.
This is the second phase of improvements to the shop to complete the development for the community

3 - Management

How many people are involved in the management of your group/organisation?
Of these, how many are:

Over 50 years	**Male**	3	**Female**	3
25 – 50 years	**Male**		**Female**	
Under 25 years	**Male**		**Female**	
Disabled People	**Male**		**Female**	
Black and Minority Ethnic people	**Male**		**Female**	

If your project is intended to continue after the Wiltshire Council funding runs out, how will you continue to fund it?
This is a capital project and if completely funded will require no further input

If you were not awarded the full amount requested, what would be the impact on your project?

The project is a complete system and cannot be only partially completed.

How will you know whether your project has made a difference in the community?

This will simplify the operation of the shop and the benefit will be felt by staff and volunteers. The 30 volunteers contribute some 43 hours a week to serving in the shop. The value taken at minimum wage of these hours is over £250 per week amounting to £13000 per year..

Have you contacted Charities Information Bureau for help with your application/ to seek funding?	Yes ☐ No ☒
To who have you applied for funding for this project (other than Wiltshire Council)?	Lottery for All fund. Individuals in the community.
Have you been successful?	Yes ☐ No ☒
Have you or do you intend to apply for a grant from another area board within this financial year? **If yes, please state which ones.**	Yes ☐ No ☒
Are you in receipt or anticipating other funding from Wiltshire Council for this project?	Yes ☐ No ☒

4 - Information relating to your last annual accounts (if applicable)

Year ending: 31	**Month:** 12	**Year:** 2009

A - Total income:	£139137
B - Minus total expenditure:	£142081
Surplus/deficit for year: (A minus B)	£-2989
Free reserves held:	£1881

5 - Financial information

Project Costs A Please provide a full 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	
			P/C	
1Software upgrade for till	£440	**Own fundraising/reserves**		£152
Upgrade for back office system	£1,100			£
Label printer	£200	**Parish/town council**	p	£500
Transfer of data by supplier	£700			£
Special software by supplier	£560	**Trusts/foundations**		£
Card terminal provision	£140			£
Supplier expenses	£150	**In kind**		£
Staff paid training time	£112	Volunteer time: see section 3		£
	£	**Other**		£
	£	Donations to date	C	£1,050
	£			£
	£			£
	£			£
Total Project Expenditure	£3,402	**Total Project Income**		£1,702

Total project income B	£1,702
Total project expenditure A	£3,402
Project shortfall A – B	£1,700
Award sought from Wiltshire Council Area Board	£1,700
Bank Details	
Please give the name of the organisations' bank account e.g. Barclays	
Please give the title name of the organisations' bank account e.g. current	

6 – Supporting information – Please enclose the following documentation

Enclosed (please tick)

☒　　Written quotes including the one you are going to use

☒　　Latest inspected/audited accounts or annual report

☒　　Income and expenditure budget for current financial year

☐　　Project budget (if applicable)

☐　　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 - Equalities and Inclusion – Wiltshire Council is committed to ensuring that its work through the Area Boards benefits all sections of our community and promotes equality and inclusion. To assist us in assessing how your application aims to meet our commitment to equality and inclusion, please provide a brief answer to the following:

a) **How does your project work to either (a) promote equality and access to services/facilities, and/or (b) reduce disadvantage?**

Neutral effect

b) **How does your project work to promote inclusion, participation and good community relations?**

Neutral effect

c) **Is your project targeted at a specific group? If yes, please tick any of the following which apply**

☒ Under 25's   ☒ Over 50's

☐ Mostly or all men/boys   ☐ Mostly or all women/girls

☐ Specific minority ethnic groups (please state which groups)

☐ Specific faith groups (please state which groups)

☐ People/families on low income

☐ Other disadvantaged groups (please state which groups)

8 - Declaration (on behalf of organisation or group) – I confirm that…

☒ **I have read 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 an award is received, I will complete and return an evaluation sheet.**

☒ **That any other form of licence or approval for this project has been received prior to submission of this application.**

☒ **That the necessary policies and procedures will be in place prior to the commencement of the project outlined in this application.   ☒ Child Protection   ☒ Public Liability Insurance**

☒ **Equal opportunities ☒ Access audit ☒ Environmental impact**

☐ **Planning permission applied for (date)   or granted (date) 11/8/2007**

☒ **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: 17/08/2010
Position in organisation:	

Please return your completed application to the appropriate Area Board Locality Team