



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	Bourne Valley Scout Group		
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 Scout Group		

2. Your project

Project Title/Name	Scout Archery		
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 is to introduce archery as a part of the core programme of activities offered by the Scout Group to the young people who make up its membership. Through this we hope to offer an activity which could otherwise be prohibitively expensive and to use it as a medium to enable development of the young people in our Group.		
In which community area does your project take place? (<i>Please give name – see section 3</i>)	Amesbury		
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?	Porton and the Winterbournes	
When will your project take place?	2013 and beyond	
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>	The Scout Group is run entirely by volunteers, none of whom are qualified to deliver activities outside a rather narrow range enabled by Scout leader training. Archery has enjoyed a rise in profile post-Olympics and it offers a good activity that can be provided "in-house" by the Scout leader team. Participation is entirely in keeping with the aims of the Scout Association in that it is a skill that develops the individual both mentally and physically. It is accessible to all regardless of age or gender or, as the Olympics demonstrated, whether or not the individual is fully able bodied.	
How many people will benefit from your project?	100 but increasing regularly	
How does your project demonstrate a direct link to the local community plan for your area? (see www.wiltshire.gov.uk/areaboards) or priorities of your area board) Please provide a reference/page no.	It will contribute to the goal of a healthier, more inclusive community. It will also add to opportunities for recreation in outlying communities. Goal 3 - page 30	
Any other information about your project. (Limited to a 1000 characters) The Bourne Valley Scout Group is one of the largest in the Salisbury area, with approx 100 youth members and a waiting list to join. In order to offer a varied programme and maximise opportunities for the members, outside help is often required, which comes at considerable cost and usually involves travel. In this we are victims of our own success in that the more members we have, the greater the difficulties in providing activities. Provision of a wider range of activities that can be run safely within the Group is always an aim. With the correct equipment and leader training, archery can be provided across the age range of the Scout Group (6 yrs - adult). Please also note the following that applies to Section 4 of this form and our Group accounts: Normally our accounts balance, however a bulk purchase of t-shirts and a delayed Gift Aid submission have skewed the accounts to give such a large deficit. The Scout Group is required to hold a reserve to cater for unexpected costs or loss		
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? If you answer YES please provide evidence elsewhere on the application form)	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

Female

25 – 50 years

Male

Female

Under 25 years

Male

Female

Disabled People

Male

Female

Black and Minority Ethnic people

Male

Female

If your project will continue after the Wiltshire Council funding runs out, how will you continue to fund it?

The project will be maintained in the future by Group fund raising.

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?

Success will be judged by the attainment of scout badges through participation in Archery and by participation of Bourne Valley Scouts in wider area archery competitions. More immediate feedback from young people however is a good indication

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*)?

Name of Funder

Amount Applied For

Amount Received

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).

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: March	Year: 2012
A - Total income:	£17 626	
B - Minus total expenditure:	£19 645	
Surplus/deficit for year: (A minus B)	£-2019	
Free reserves currently held (i.e. money not committed to other projects/operating costs)	£ 3293	

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	
GNAS Archery Qual	£185	Own fundraising/reserves		£
Equipment	£465			£
Safety Equipment	£150	Parish/town council		£
	£			£
	£	Trusts/foundations		£
	£			£
	£	In kind		£
	£			£
	£			
	£	Other		£
	£			£
Total Project Expenditure	£	Total Project Income		£
Total project income B		£		
Total project expenditure A		£		
Project shortfall A – B		£		
Grant sought from Wiltshire Council Area Board		£800		
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: 28/10/2012

Position in organisation:

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