



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	Bemerton Methodist Church		
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 Church		

2. Your project

Project Title/Name	Kneaded- a weekly bread making community with lunch		
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 wish to set up a bread making community. We will gather together around the making and sharing of bread once a week. We believe this project will help to create stronger and more inclusive communities and contribute towards Improving the way organisations work together and deliver services in local communities. Bread reaches across cultural and social divides enabling those who knead and shape it to explore their experience. The community will be encouraged to bake bread for themselves and some to share. After baking bread and preparing the soup of the day we will share lunch together.		
In which community area does your project take place? (Please give name – see section 3)	Bemerton - Roman Road		
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 checked="" type="checkbox"/> <input type="checkbox"/>	Date 23/11/2012	No

Where will your project take place?	Church hall/kitchen/lounge Bemerton Methodist Church
When will your project take place?	Weekly from January 2013
How did you discover there was a need for your project (please provide evidence) and how will your project benefit your local community? Important: Please do not type/write in paragraphs – This section is limited to 700 characters only (inclusive of spaces)	<ul style="list-style-type: none"> •Through personal observation/discussions within the local community. Conclusion that outreach work should focus on the needs of the elderly and other marginalised and socially excluded groups of society. •Met with managers/support workers at Age Uk/ Alzheimers society/Carers support discussed the project with them. All organisations have been extremely encouraging and are in full support of the project. •Discovered that loneliness, isolation and physical and mental illness are prolific amongst older people. •More needs to be done to address the isolation experience of carers and those they are caring for this project aims to address that need.
How many people will benefit from your project?	initially 15-20 people per week
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.	
Any other information about your project. (Limited to a 1000 characters) We will aim to be a diverse group meeting people where they're at, offering some quiet space and attention to the things that are important in their lives. We will strive to provide an inclusive and safe space. We hope that those who come will feel listened to and that we can connect with their experience, enabling them to face challenges and to continue life's journey refreshed This group will be about community and friendship. There will be a core team of volunteers running it. We want people to come and during the bread making process to build friendships and enjoy the community we are creating. We hope that a small but tight group of regulars will gradually become community to each other, offering support and companionship. We would also like to offer signposting to other agencies and areas of support should they require it.	
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	<input type="text" value="3"/>	Female	<input type="text" value="5"/>
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?

Other grants/ church 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?

Feedback from members of the group data from feedback questionnaire

Feedback from referral agencies

Feedback from other agencies/ organisations eg Alzheimers Society, Age Uk, Carers Support, local GP surgery.

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: 31/8/2012	Month:	Year: 2012
A - Total income:	£50,571	
B - Minus total expenditure:	£37,891	
Surplus/deficit for year: (A minus B)	£12,680	
Free reserves currently held (i.e. money not committed to other projects/operating costs)	£14,082	

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	
15 Mixing bowls	£156	Own fundraising/reserves		£
15 Bread tins	£77			£
15 Baking sheets	£107	Parish/town council		£
4 Weighing scales	£60			£
15 measuring spoons	£53	Trusts/foundations		£
15 wipe clean Aprons	£215			£
Kenwood food processor	£120	In kind		£
Disposable aprons/di	£230			£
15 Measuring jugs	£103			
handtowels	£25	Other		£
	£			£
Total Project Expenditure	£948	Total Project Income		£0

Total project income B	£0
Total project expenditure A	£948
Project shortfall A – B	£948
Grant sought from Wiltshire Council Area Board	£948
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: 29/11/2012

Position in organisation:

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