



## 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	The BIG Community Grow		
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	'Let's Grow' at the Children's Centres		
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>	This project aims to develop project to develop opportunities for young children (under 5) and thier parents to enjoy outside spaces and to come together as a community to become involved in the BIG LUNCH.  AIM: To enable parents to explore outdoor areas with their child and provide safe opportunities for this to occur and be replicated from their home To grow plants together and enjoy the fruits of the harveset. To provide opportunities for children to extend their vocabulary To build community cohesion		
In which community area does your project take place? (Please give name – <a href="#">see section 3</a> )	Trowbridge - Lambrock, Adcroft and Central		
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"/>

<b>Where will your project take place?</b>	Studley Green and Bellefield Children's Centres in Trowbridge
<b>When will your project take place?</b>	March, April, June and July 2013
<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>	A 6 week programme with families, a 5 week pre-school group and 4 sessions with vulnerable families were provided as volunteers during Spring/Summer 2012. Feedback from children's centres and families 100% positive see attached. Children's centres have identified the following: The percentage of overweight and obese children in Reception year is 26%(higher than the Wilts of 21.5%). This project encouraged families to grow their own food and eat it. Communication, language and literacy are the areas for development within their SOA - this type of project can support parents to communicate more effectively as they participate and share in outdoor activities by building parents confidence.
<b>How many people will benefit from your project?</b>	around 20 families.
<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/areaboard">www.wiltshire.gov.uk/areaboard</a>) or priorities of your area board) Please provide a reference/page no.</b>	page 2 Health Page 4 Education
<b>Any other information about your project. (Limited to a 1000 characters)</b> This project will use the Children's Centre data base and relationships to target families from hard to reach categories to work with the The BIG Community Grow to explore outside spaces and use the beds and tubs at the centres to plant seeds and grow their own food. Children will be encouraged to take plants home to grow in their own spaces. In the summer the sessions will continue to harvest and share the produce and consider ways of using it. Finally the produce will be used to share at the 'big lunch' involving others within the community. The project will combine gardening and cooking activities developing the skills and confidence of both children and adults in the outdoor environment and encouraging them to include fruit and vegetables in their normal diet by sharing the enjoyment of growing and being outside.	
<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 checked="" type="checkbox"/>
<b>Could your project be funded from your reserves?</b>	Yes <input type="checkbox"/> No <input checked="" 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 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"/>	Female	<input type="text"/>
25 – 50 years	Male	<input type="text"/>	Female	<input type="text" value="2"/>
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?  
Grants, fundraising and donations

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 project will collect the starting points for parents and carers on the following:

How often they explore outdoor areas with thier child

How confident are they to grow thier own produce

How embeded do they feel within their community.

The impact of the project fo rchildren will be tracked by capturing photos and observations in a group learning journal.

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: 2012	Month: 8	Year: 2012
A - Total income:	£1200	
B - Minus total expenditure:	£1100	
Surplus/deficit for year: (A minus B)	£100	
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	
Resources	£160	Own fundraising/reserves		£
Workshops x 16 x 1.5hr	£720			£
	£	Parish/town council		£
	£			£
	£	Trusts/foundations		£
	£			£
	£	In kind		£
	£			£
	£			
	£	Other		£
	£			£
<b>Total Project Expenditure</b>	<b>£880</b>	<b>Total Project Income</b>		<b>£0</b>

<b>Total project income B</b>	£0
<b>Total project expenditure A</b>	£880
<b>Project shortfall A – B</b>	£880
<b>Grant sought from Wiltshire Council Area Board</b>	£880
<b>Bank Details</b>	
<b>Please give the name of the organisations' bank account e.g. Barclays</b>	
<b>Please give the name of the organisations' bank account e.g. Chippenham Scouts</b>	

**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:** 04/12/2012

**Position in organisation:** Project Coordinators

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