

**Meeting:** AMESBURY AREA BOARD

**Place:** Figheldean Village Hall, Pollen Lane, Figheldean, SP4 8JR

**Date:** Thursday 20 September 2012

**Time:** 6.00 pm

---

## **COMMUNITY AREA GRANT – APPLICATION FORMS**

**Relating to item 15 on the agenda for the above meeting**



## 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	Village Hall + Playing Field Committee		
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	Refurbishment of the Village Hall		
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>	It is to ensure that the Village Hall can continue to provide a much needed hub for Tilshead and the surrounding villages. A place where people of all ages and from all walks of life can get together to work for the benefit of the community. The hall is widely used by the school, villagers, surrounding villages and there is now a move to use it one or two evenings a week for pool/table tennis for teenagers (under supervision).		
In which community area does your project take place? (Please give name – see section 3)	Amesbury		
I/we have discussed our project with the town/parish council?	Yes <input checked="" type="checkbox"/>	Date 26/7/12.	No <input type="checkbox"/>
I/we have discussed our project with our Wiltshire councillor?	Yes <input checked="" type="checkbox"/>	Date 30/7/12	No <input type="checkbox"/>

Where will your project take place?	Tilshead Village Hall.	
When will your project take place?	In 2 Phases over the next 2 Years	
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 hall windows are nearing the end of their life, some are very rotten. There is much evidence of damp in the hall causing significant damage to walls. The hall flooring needs replacing throughout and the kitchen which is used a great deal needs refurbishing to replace the existing sagging units. The roof also needs attention - there have been several leaks in the past year. There is also a need to improve the energy efficiency of the building.	
How many people will benefit from your project?	400 Tilshead + other users	
How does your project demonstrate a direct link to the local community plan for your area? (see <a href="http://www.wiltshire.gov.uk/areaboards">www.wiltshire.gov.uk/areaboards</a> ) or priorities of your area board) Please provide a reference/page no.	Stronger more active communities. Lives not services - The hall will provide facilities for all ages to get together for dance + music, a place to hold workshops, breakfasts, fundraisers + social events to benefit the whole village + wider community.	
Any other information about your project. (Limited to a 1000 characters)	This project will bring the community together to work together for the overall benefit of the Community. The hall is used for fundraising events for the school, Parish Council, The Diamond Jubilee Social Fund which provides events open to all the village and surrounding villages. It is also used for weddings, funerals and birthday parties, Tai Chi, Medieval Dancing, Village Breakfasts, Supper Evenings, Bingo + Quiz Nights. Generally it is used to enhance community life in the village and surrounding area. It is hoped to get the kitchen registered. We plan to replace the kitchen, damp proof and replace the flooring and repair the roof in Phase 1 and replace the windows gutters, soffits and one door in Phase 2.	
<b>To be completed ONLY where town/parish councils are making an application</b>		
Is your project one which parish/town councils have powers to raise local taxes to fund?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Could your project be funded from your reserves?	Yes <input type="checkbox"/>	No <input checked="" 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 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

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?

*We will apply for other grants and will also fundraise.*

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 bring ongoing benefits to all the community, namely bringing the community together, social awareness - particularly with regard to the young. Success will be measured by the number of organisations and people using the hall. We will also carry out surveys from time to time to get feedback and suggestions. The Village Newsletter will also provide a means of inviting feedback.*

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

*N/A.*

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: <u>October</u>	Year: <u>2011</u>
A - Total income:	£ <u>3,050</u>	
B - Minus total expenditure:	£ <u>2,896</u>	
Surplus/deficit for year: (A minus B)	£	
Free reserves currently held (i.e. money not committed to other projects/operating costs)	£ <u>8,884 at 31/10/11.</u>	

**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
<u>Door</u>	£ <u>604</u>	<u>Own fundraising/reserves</u>	£ <u>2,000</u>
<u>4 Toilet windows</u>	£ <u>966</u>		£
<u>Kitchen Window</u>	£ <u>334</u>	<u>Parish/town council</u>	£ <u>500</u>
<u>5 Hall Windows</u>	£ <u>3,040</u>		£
<u>Letters + Facia Cladding Soffit</u>	£ <u>2,214</u>	<u>Trusts/foundations</u>	£
	£		£
	£	<u>In kind</u>	£
	£		£
	£		£
	£	<u>Other Village Hall Reserves</u>	£ <u>1,100</u>
	£		£
<b>Total Project Expenditure</b>	<b>£ <u>7,159</u></b>	<b>Total Project Income</b>	<b>£ <u>3,600</u></b>
<b>Total project income B</b>	<b><u>3,600</u></b>	<b>£ <u>3,600</u></b>	
<b>Total project expenditure A</b>	<b><u>7,159</u></b>	<b>£ <u>7,159</u></b>	
<b>Project shortfall A – B</b>	<b><u>3,559</u></b>	<b>£ <u>3,559</u></b>	
<b>Grant sought from Wiltshire Council Area Board</b>		<b>£ <u>3,500</u></b>	
<b>Bank Details</b>			
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:

Position in organisation:

Date:

6/8/12

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







## 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	Spurgeons (Bulford Childrens Centre)		
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	The Freedom Programme		
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 Freedom Programme has been designed to offer support victims of domestic violence. It is an 11 or 12 week rolling programme which provides information about male violence to women and offers a vital link to enable them to make informed decisions about their future, recognise why they are abused and the impact the abuse has on their children. It is delivered in a highly sensitive manner and provides good outcomes for women and children (see attached evaluations) Childcare is also provided to ensure women can attend regularly knowing they are safe from harm in their absence.		
In which community area does your project take place? <i>(Please give name – see section 3)</i>	Amesbury and Bulford Childrens Centre reach areas.		
I/we have discussed our project with the town/parish council?	Yes <input checked="" type="checkbox"/>	Date 11.7.12	No <input 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>	Five Wishes Childrens Centre
<b>When will your project take place?</b>	Sept/October/Nov 2012
<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 800 characters only (inclusive of spaces)</i>	In the most recent Crime and Disorder Audit (2004) Amesbury West featured as the highest rated ward for violent crime and domestic violence (pg 13 Area Plan) By running the Freedom programme at a central location where children and families already feel safe and secure we are empowering women to take stock of their lives and understand that they can make decisions and choices that are not ruled by violence. There is no other support available at the current time in the area. Incidents of domestic violence increase during sporting tournaments and with Euro 2012 and the Olympics in July it is expected that many more families will suffer or that those already exposed to violence will face a heightened risk.
<b>How many people will benefit from your project?</b>	36
<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/areaboards">www.wiltshire.gov.uk/areaboards</a>) or priorities of your area board?</b>  <b>Please provide a reference/page no.</b>	The Area Board is focussing on the provision of support for the prevention of DV incidents as well as promoting the role of volunteers.  Pg 19
<b>Any other information about your project. (Limited to a 1000 characters)</b> The Freedom Programme is a proven effective intervention for victims of domestic violence and is unique in its delivery direct to victims. The application includes the full cost of the 12 week course, staffing, creche, and the cost of a volunteer workshop after completion of the course to enable women who have successfully completed the programme to 'buddy' other women coming on to the course-giving additional value for money. We have also requested the funds to train an additional staff member in running the programme to ensure ongoing sustainability of any future work at minimum cost.	
<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"/>	Female	<input type="text" value="1"/>
25 – 50 years	Male	<input type="text" value="0"/>	Female	<input type="text" value="10"/>
Under 25 years	Male	<input type="text" value="0"/>	Female	<input type="text" value="0"/>
Disabled People	Male	<input type="text" value="0"/>	Female	<input type="text" value="0"/>
Black and Minority Ethnic people	Male	<input type="text" value="0"/>	Female	<input type="text" value="1"/>

**If your project will continue after the Wiltshire Council funding runs out, how will you continue to fund it?**  
By an ongoing funding campaign to ensure a rolling project that benefits as many victims of domestic violence across a widening area.

**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?**

Evaluation of the course outcomes are strong and well evidenced by staff using comments and a scoring system that translates to easily understood data.

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

Spurgeons

£1386

£1386

*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: 2011	Month:	Year:	
A - Total income:	£125,147		
B - Minus total expenditure:	£125,981		
Surplus/deficit for year: (A minus B)	£-834		
Free reserves currently held (i.e. money not committed to other projects/operating costs)	£		
5. Financial information – If you can claim back V.A.T. please <u>exclude</u> 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
Freedom Facilitator Training	£540	Own fundraising/reserves	£1,386
Freedom Programme	£1,820		£
Workshop x 1	£412	Parish/town council	£
	£		£
	£	Trusts/foundations	£
	£		£
	£	In kind	£
	£		£
	£		
	£	Other	£
	£		£
	£		£
<b>Total Project Expenditure</b>	<b>£2772</b>	<b>Total Project Income</b>	<b>£1,386</b>
<b>Total project income B</b>		£1,386	
<b>Total project expenditure A</b>		£2772	
<b>Project shortfall A – B</b>		£1,386	
<b>Grant sought from Wiltshire Council Area Board</b>		£1,386	
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:** 10/07/2012

**Position in organisation:**

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





## 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

<b>Name of organisation</b>	P.O.P Youth Dance Project		
<b>Contact name</b>			
<b>Contact address</b>			
<b>Contact number</b>		<b>e-mail</b>	
<b>Organisation type</b>	Not for profit organisation <input checked="" type="checkbox"/> Parish/town council <input type="checkbox"/> Other, please specify		

### 2. Your project

<b>Project Title/Name</b>	P.O.P Youth Dance Project - Durrington		
<b>What is your project about and what does it aim to achieve?</b>  <i>Important: This section is limited to 600 characters only (inclusive of spaces).</i>	POP Dance Project: Participate Overcome Perform A programme of weekly dance sessions held at Durrington Youth Development Centre to target disengaged, hard to reach young people aiming to develop their creativity and leadership skills in dance. Young people are supported by an experienced Dance Practitioner, working in partnership with a Youth Development Worker to explore various dance styles, cultures and themes relevant to young people, whilst developing their dance technique and choreographic skills. Young People can achieve an Arts Award during this work.		
<b>In which community area does your project take place? (Please give name – see section 3)</b>	Amesbury Community Area		
<b>I/we have discussed our project with the town/parish council?</b>	Yes <input type="checkbox"/>	<b>Date</b>	No <input checked="" type="checkbox"/>

<b>I/we have discussed our project with our Wiltshire councillor?</b>	<b>Yes</b> <input type="checkbox"/>	<b>Date</b>	<b>No</b> <input checked="" type="checkbox"/>
---	-------------------------------------	-------------	---



<b>Where will your project take place?</b>	Durrington Youth Development Centre
<b>When will your project take place?</b>	Every Thursday September-December 2012
<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>	<p>The current Dance Project at Durrington will end in August due to lack of funding. Young People have expressed the need for the project to continue and have joined together to write this application form with support from Corinna Cuff and Jenni Bertram.</p> <p>We have a strong group of 12 young women who have been attending the session from Durrington - it is bringing together local communities and is building links with Avon Valley School.</p> <p>Dance is a positive activity for young people encouraging them to stay healthy and keep active.</p>
<b>How many people will benefit from your project?</b>	8 plus others due to join
<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/areaboards">www.wiltshire.gov.uk/areaboards</a>) or priorities of your area board) Please provide a reference/page no.</b>	<p>Yes: to provide a healthier more inclusive community</p> <p>page 30</p>
<b>Any other information about your project. (Limited to a 1000 characters)</b> Here are some reasons why the young people at Durrington want to continue their Dance Project: Keeps you fit Learn new skills Something to do Be a part of something We entertain people when we perform gives us a sense of achievement make new friends meet new people builds our confidence We get better at dance be seen as a dance group - people that use their time to do something positive Keeps us off the streets Its an open group so anyone aged 12-25 can join The project is inspirational - we see other groups perform Gives us something to be proud of Facing fears when we perform Getting involved in new things like teaching others dance leads to wanting to join other dance groups its rewarding - it makes you feel good about yourself its a good experience - you can progress with dance into the future Its fun - we have fun!  Quotes from: Poppy, Chloe, Alex, Lucy, Megan, Monika, Alex and Alisha.	
<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 checked="" type="checkbox"/>

Is your project urgent (having to be completed in this financial year? <i>If you answer YES please provide evidence elsewhere on the application form</i> )	Yes <input checked="" 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"/>	Female	<input type="text"/>
25 – 50 years	Male	<input type="text"/>	Female	<input type="text" value="1"/>
Under 25 years	Male	<input type="text"/>	Female	<input type="text" value="6"/>
Disabled People	Male	<input type="text"/>	Female	<input type="text" value="1"/>
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?**  
We are currently working on a countywide funding application to continue dance from 2013, we require Area Board funding for Durrington to fill the gap in funding. Our group of young dancers do not want dance to stop as they love dancing!

**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?**  
Evaluation Forms  
Performances  
Arts Awards - reviews, diaries and evaluations

Has Charities Information Bureau (CIB) helped you with this application/to seek funding for this project?	Yes <input type="checkbox"/>	Date contacted CIB	No <input checked="" type="checkbox"/>
---	------------------------------	--------------------	--

To whom have you applied for funding for this project ( <i>other than Wiltshire Council</i> )?  <i>Please list with amount applied for and whether you have been successful</i>	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?  <i>If yes, please state which one(s).</i>	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
---	------------------------------	--

Are you in receipt or anticipating other funding from other Wiltshire Council departments for this project?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
---	------------------------------	--



4. Information relating to your last annual accounts (if applicable)				
Year ending:	Month:	Year:		
A - Total income:	£			
B - Minus total expenditure:	£			
Surplus/deficit for year: (A minus B)	£			
Free reserves currently held (i.e. money not committed to other projects/operating costs)	£			
5. Financial information – If you can claim back V.A.T. please <u>exclude</u> 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	
Dance delivery	£900	Own fundraising/reserves		£
Arts Awards	£100			£
	£	Parish/town council		£
	£			£
	£	Trusts/foundations		£
	£			£
	£	In kind		£
	£	Assistant Youth Worker	c	£
	£			
	£	Other		£
	£			£
<b>Total Project Expenditure</b>	<b>£1,000</b>	<b>Total Project Income</b>		<b>£</b>
<b>Total project income B</b>		<b>£</b>		
<b>Total project expenditure A</b>		<b>£1,000</b>		
<b>Project shortfall A – B</b>		<b>£1,000</b>		
<b>Grant sought from Wiltshire Council Area Board</b>		<b>£1,000</b>		
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:** 30/07/2012

**Position in organisation:**

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

