

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			
Contact name			
Contact address			
Contact number		e-mail	
Organisation type	Not for profit organisation <input type="checkbox"/> Parish/town council <input checked="" type="checkbox"/> Other, please specify		

2 – Your project

In which community area does your project take place? (Please give name – see section 3 of the grants pack)	Malmesbury Area Board
Does your town/parish council know about your project?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
What is your project? Important: This section is limited to 300 characters only (inclusive of spaces).	Replacement of existing Parish Council Notice Board
Where will your project take place?	Oaksey Village Hall Car park
When will your project take place?	November 2010
How many people will benefit from your project?	640 -plus users of the village hall
How does your project demonstrate a direct link to the community plan for your area? Please provide a reference/page no.	The new larger notice board will provide improved communication with parish residents and a wider engagement with the Council, MVCAP/Wilts Council etc MVCAP Plan, Page 25

<p>What is the link between your project and other local priorities? e.g. Priorities set by your area board and parish plans. The Area Board and the Area Partnership have an underlying aim to improve engagement at all levels with the community.</p>	
<p>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) The existing Notice Board was poorly designed, too small, not waterproof, not now easy to read (perspex deteriorated), difficult to open and to add and remove notices. As a consequence, it is consulted less. The assumption is now that there will be nothing current, interesting or readable on it. We are anxious to ensure that the increasing quantity of information and alerts from MVCAP, the Area Board, Community First, Wilts Council, emergency services is put up fast, read by residents, changes regularly. In addition there remains the statutory information on the Parish Council (accounts, notices) and some permanent displays on Council contacts, Police services and contacts, local Rights of Way map which need clear space. The new Board will increase the display area available.</p>	
<p>Any other information about your project. The notice board will be replaced with a new hardwood board constructed from FSC-sourced oak capable of displaying 12 A4 sheets. Our experience is that less expensive 'street furniture' does not last and requires more regular replacement. Oaksey is a Conservation Area and we believe that anything we add to the street scene should be carefully selected, made robustly, from well-sourced materials and give longer use.</p>	

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="2"/>	Female	<input type="text" value="1"/>
25 – 50 years	Male	<input type="text" value="3"/>	Female	<input type="text"/>
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 is intended to continue after the Wiltshire Council funding runs out, how will you continue to fund it?

Not Applicable

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

The existing board would be repaired and increased capacity not provided.

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

Increased engagement between the Parish Council and the parish residents.

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)?

No other funding applied for.

Have you been successful?

Yes

No

<p>Have you or do you intend to apply for a grant from another area board within this financial year?</p> <p>If yes, please state which ones.</p>	<p>Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p>	
<p>Are you in receipt or anticipating other funding from Wiltshire Council for this project?</p>	<p>Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p>	
<p>4 - Information relating to your last annual accounts (if applicable)</p>		
<p>Year ending:</p>	<p>Month:</p>	<p>Year:</p>
<p>A - Total income:</p>	<p>£see attached accounts spread</p>	
<p>B - Minus total expenditure:</p>	<p>£</p>	
<p>Surplus/deficit for year: (A minus B)</p>	<p>£</p>	
<p>Free reserves held:</p>	<p>£</p>	

5 - Financial information				
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	
New 3 bay oak Notice Board	£1125	Own fundraising/reserves		£
Cement/ballast	£15			£
Post spikes and other materials	£35	Parish/town council	C	£600
Labour - installed by volunteers	£100			£
Lettering - by hand	£25	Trusts/foundations		£
	£			£
	£	In kind		£
	£	Labour - installed by volunteers		£100
	£	Other		£
	£			£
	£			£
	£			£
	£			£
Total Project Expenditure	£1,300	Total Project Income		£700
Total project income B		£700		
Total project expenditure A		£1,300		
Project shortfall A – B		£600		
Award sought from Wiltshire Council Area Board		£600		
Bank Details				
Please give the name of the organisations' bank account e.g. Barclays		Lloyds TSB, Cirencester		
Please give the title name of the organisations' bank account e.g. current		Oaksey Parish Council current		
6 – Supporting information – Please enclose the following documentation				
Enclosed (please tick)				
<input checked="" type="checkbox"/>	Written quotes including the one you are going to use			
<input type="checkbox"/>	Latest inspected/audited accounts or annual report			
<input checked="" type="checkbox"/>	Income and expenditure budget for current financial year			
<input type="checkbox"/>	Project budget (if applicable)			
<input type="checkbox"/>	Terms of reference/constitution/group rules			
<input type="checkbox"/>	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?

The new board will be installed at a height that will be visible to all. We see the need to communicate all information about services, projects, funding in the area as a key responsibility of the Parish Council

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

The board is to improve this communication with parish residents.

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)
- 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: 10/10/2010

Position in organisation: Parish Councillor

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