



Reference no

Item
No.12ii

Log no

For office use

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	Bradford on Avon Chamber of Commerce		
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

In which community area does your project take place? (Please give name – see section 3 of the grants pack)	Bradford on Avon
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).	Installation of the town's Christmas lights across the town bridge, library car park, Westbury gardens, Silver Street and Market Street.
Where will your project take place?	In the town centre
When will your project take place?	30 th November 2010
How many people will benefit from your project?	All businesses and residents in town
How does your project demonstrate a direct link to the community plan for your area? Please provide a reference/page no.	'Work with the developers, RDA and GWR to encourage inward investment and to market the town as ideal for small high skill businesses' Point 1 page 6

What is the link between your project and other local priorities? e.g. Priorities set by your area board and parish plans.

To support partnership opportunities and to fund raise in support of these opportunities.

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 lights have been funded by the Chamber for many years and it does produce a massive feelgood factor for the town. Last year we started the Christmas market and it has given local businesses a welcome boost and allowed seasonal work opportunities to be created and supported. There are a total of twenty eight sheds for local businesses that are self funding for the Chamber and it will be combined with a programme of local music and performing arts in the spirit of encouraging and improving the community spirit within Bradford on Avon.

Any other information about your project.

We are looking to establish community opportunities within Bradford on Avon that take place throughout the year starting with the winter community event. We are working with Bradford on Avon town council, the tourist information office, Bradford on Avon arts festival, climate friendly Bradford and the local schools. Through meetings with all interested parties we have identified clear strategies that will benefit the entire community.

3 - Management

How many people are involved in the management of your group/organisation? 8

Of these, how many are:

Over 50 years	Male	<input type="text" value="1"/>	Female	<input type="text"/>
25 – 50 years	Male	<input type="text" value="4"/>	Female	<input type="text" value="3"/>
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?

The Wiltshire Council funding will cover this year and we will resume fund raising after the New Year.

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

We would have to take money from the Christmas market to pay for the lights.

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

Whilst there will not be a direct financial gain for the chamber from the lights we will know we have succeeded from the atmosphere on the 30th November.

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)?

Town Council.

Have you been successful?

Yes

No

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 ones.

Are you in receipt or anticipating other funding from Wiltshire Council for this project?

Yes

No

4 - Information relating to your last annual accounts (if applicable)

Year ending:

Month: march

Year: 2010

A - Total income:

£27,357

B - Minus total expenditure:

£25,324.78

Surplus/deficit for year: (A minus B)

£2,032.22

Free reserves held:

£1,005.05

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	
Installation of lights, festoons	£4,080	Own fundraising/reserves	c	£
	£			£
	£	Parish/town council		£2,200
	£			£
	£	Trusts/foundations		£
	£			£
	£	In kind		£
	£			£
	£	Other		£
	£			£
	£			£
	£			£
Total Project Expenditure	£4,080	Total Project Income		£2,200
Total project income B		£2,200		
Total project expenditure A		£4,080		
Project shortfall A – B		£1,880		
Award sought from Wiltshire Council Area Board		£1,880		
Bank Details				
Please give the name of the organisations' bank account e.g. Barclays		HSBC		
Please give the title name of the organisations' bank account e.g. current		Bradford on Avon Chamber of Commerce		
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 checked="" 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?

This project is applicable to everyone.

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

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: 06/10/2010

Position in organisation:

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