



## Community Area Grant Application Form

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**

<b>1 - Your Organisation or Group</b>			
<b>Name of Organisation</b>	Rowde Village Shop Steering Group		
<b>Contact Name</b>			
<b>Contact Address</b>			
<b>Contact number</b>		<b>e-mail</b>	
<b>Organisation Type</b>	Non profit organisation <input checked="" type="checkbox"/> Parish/Town Council <input type="checkbox"/> Other <input type="checkbox"/>		
<b>2 – Your Project</b>			
<b>In which Community Area does your project take place? (Please give name – see pp 2-4 of funding pack)</b>	Devizes Area Board		
<b>In which Parish does your project take place?</b>	Rowde		
<b>What is your project?</b>	Provision of a community village shop		
<b>Where will your project take place?</b>	Rowde		
<b>When will your project take place?</b>	Currently underway		
<b>Does your project demonstrate a direct link to the Community Plan for the area? If YES, please provide a reference/page no.</b>	YES <input checked="" type="checkbox"/> healthy and vibrant villages-page 4 NO <input type="checkbox"/>		
<b>Please confirm your project will have commenced by 31<sup>st</sup> March 2010</b>	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>		
<b>What community benefits will your project provide and, who are the beneficiaries (e.g. numbers of people, age, gender, particular groups)</b> IMPORTANT: PLEASE DO NOT TYPE IN PARAGRAPHS – THIS SECTION IS LIMITED TO 1500 CHARACTERS ONLY (INCLUSIVE OF SPACES) Rowde does not currently have a shop. In 2008 a survey was carried out to inform the village plan. The lack of a shop was identified as the single most important need to address. Over 87% of the village responded that they would use the shop regularly. The beneficiaries are therefore the whole village - approx 1200 residents - who will benefit not only from a practical perspective but a social one as well. The shop will become the centre for information, communication and identifying those in need of support. Any profits from the shop will be used to support activities in the village. The 2007 Wiltshire Village Shops and Rural Communities Study identified Rowde as having a higher than national average number of people who are aged 60-74, aged 75+ and on state benefit, unemployed or low grade workers. The majority of households are dependent on public transport during the day and many of the older generation find it difficult to get in to Devizes. The new housing developments in the village are resulting in more young mums and toddlers who are also confined to the village during the day. A community shop, run by volunteers from the village, with associated village support functions would greatly benefit all members of the village.			

**Wiltshire Council will be unable to meet the ongoing costs of your project. Please describe, therefore, how you will ensure the financial sustainability of your project beyond the period of this grant (if successful)?**

Financial stability will be ensured due to the ongoing nature of the business. The business plan shows that the shop is a viable concern year on year, once the set up costs have been covered. The Steering Group has benefitted from other village shops in the area, including Urchfont and All Cannings, which have shared their experiences of setting up a shop and have trained our shop manager. The aim will be to provide goods and services at prices which are affordable for the consumer and sustainable for the shop. Consultation with the village will be ongoing to ensure that the shop sells what villagers want. There will also be a strong focus on local suppliers - fresh fruit and Vegetables from Bromham, bread, jams, chutneys, cakes from SELF Unlimited in Rowde, postcards and pictures of Rowde taken and framed by Rowde villagers. These were all requested by the village in its recent questionnaire.

**3 – Additional information to support and strengthen your application e.g consultation, community involvement, energy efficiency measures**

**Please tell us more about the organisations and groups that are involved in your project, who will benefit from the award and how will you know that it is making a difference.**

IMPORTANT: PLEASE DO NOT TYPE IN PARAGRAPHS – THIS SECTION IS LIMITED TO 1500 CHARACTERS ONLY (INCLUSIVE OF SPACES)

A large percentage and cross section of rowde residents are shareholders in the Rowde Village community shop. The steering group comprise a selection of residents aged between 30-75. The whole of the village will benefit from the shop, particularly the old and immobile as the shop will provide delivery facilities to the local houses. Volunteers will be trained in key skills which would then be transferable into the jobs market. They will also have training in first aid and health and hygiene. Local suppliers will have an outlet for their local produce. Adults with learning difficulties from the local SELF Unlimited residential centre will have opportunities to increase skills and participate in the project by delivering and producing goods for the shop. There will be the creation of a central point for all of the community to access local information and be involved in local events. We will know it is making a difference if the shop becomes a regular meeting place for the most vulnerable in the village, there is an increase in involvement in village activities as more people know what is happening and are encouraged to attend, volunteers enjoy working in the shop and any profits from the shop are used to improve facilities in the village.

**4 – Relationship between your project and Wiltshire Council priorities. Which of the following statements apply to the project/service your hope to provide? Please tick as many as you think apply.**

<b>The project will:</b>	
Engage with local people to find out their priorities and work with them to deliver solutions	<input type="checkbox"/>
Increase number of local people involved in regular volunteering	<input checked="" type="checkbox"/>
Increase the number of affordable homes	<input type="checkbox"/>
Improve access to services for people with dementia	<input type="checkbox"/>
Improve access to primary care services for people with learning disabilities	<input type="checkbox"/>
Encourage people to make lifestyle changes that will have a positive impact on the health of both themselves and their family	<input checked="" type="checkbox"/>
Improve adult participation in sport	<input type="checkbox"/>
Improve young people's participation in positive activities	<input checked="" type="checkbox"/>
Improve business productivity through innovation e.g. provide business with specific information, knowledge events and other support	<input checked="" type="checkbox"/>
Increase the number of people who feel safe in their community	<input type="checkbox"/>
Improve local area through intergenerational activities such as street clean ups and community events	<input type="checkbox"/>
Reduce perceptions of antisocial behaviour	<input type="checkbox"/>
Reduce deaths through accidents	<input type="checkbox"/>
Increase uptake of energy efficiency and renewable energy measures	<input type="checkbox"/>
Increase levels of recycling and re-using household waste especially amongst those people who currently do not recycle	<input type="checkbox"/>
Increase awareness of climate change adaptation, leading to action taken by individuals, communities and businesses	<input type="checkbox"/>
Reduce carbon emissions from transport through development, sustainable transport, traffic management and new technology	<input type="checkbox"/>
Improve local biodiversity	<input type="checkbox"/>

THE FOLLOWING INFORMATION MUST BE PROVIDED, FAILURE TO DO SO WILL RESULT IN THE APPLICATION BEING REJECTED				
5 – Information relating to your last annual accounts (if applicable)				
Year Ending: 5		Month: April		Year: 2009
Total Income:		£13846.13		
Minus Total Expenditure:		£4322.13		
Surplus/Deficit for year:		£9524.00		
Reserves held:		£0		
6 - 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	
Building plans and regulations	£1,868	Kennet	C	£5,000
Legal costs, insurance, rent	£2,825	DCAP	C	£6,000
Building conversion costs	£52,972	Plunket Foundation	C	£20,000
Fit-out - flooring, shelves,	£4,950	Loan from Co-op	C	£19,600
Electrical equipment	£3,526	Parish Council	C	£10,000
Alarm and fire extinguishers	£1,015	Village membership, fundraising	C	£4,678
Publicity, signs	£1,399	Awards for All	P	£8,662
Till	£3,670	Community Foundation	C	£2,000
Office -computer, printer, phone	£1,225			£
Staff training-first aid,hygiene	£4,010			£
Consultation events, overheads,	£2,900			£
<b>TOTAL PROJECT EXPENDITURE</b>	<b>£80,360</b>	<b>TOTAL PROJECT INCOME</b>		<b>£75,940</b>
<b>Total Project Income B</b>		£75,940		
<b>Total Project Expenditure A</b>		£80,360		
<b>Project Shortfall A - B</b>		£4,420		
<b>Award sought from Wiltshire Council Area Board</b>		£4,420		
<b>Is your organisation able to claim VAT?</b>		Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>		
7 – Management				
<b>How many people are involved in the management of your group/organisation?</b>				
<b>People Over 50 years</b>	Male 2	Female 4		
<b>People Under 25 years</b>	Male 0	Female 0		
<b>Disabled People</b>	Male	Female 0		
<b>Black &amp; Minority Ethnic people</b>	Male 0	Female 0		
8 – Supporting Information – Please enclose the following documentation				
<b>Enclosed (please tick)</b>				
<input checked="" type="checkbox"/>	Latest inspected/audited accounts or Annual Report			
<input type="checkbox"/>	Income & expenditure budget for current financial year			
<input type="checkbox"/>	Project budget (if applicable)			
<input checked="" type="checkbox"/>	Terms of Reference/Constitution/Group Rules			

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.

**9 – Equal Opportunities – To assist us with our equalities monitoring please indicate whether your application is specifically targeted at people within one or more of the six equality strands. You may tick yes for more than one category e.g. if your project is for ethnic minority senior citizens.**

Please note that by answering NO to any of the following questions WILL NOT PREJUDICE your application.

**a) Is your project targeted towards, or of particular relevance to, people of a specific age?**

Yes  No If 'Yes' please tick...  Under 25's  Over 50's

**b) Is your project targeted towards, or of particular relevance to, people with disabilities (physical or mental/emotional)?**

Yes  No

**c) Is your project targeted towards, or of particular relevance to, people of a specific gender?**

Yes  No If 'Yes' please tick....  Male  Female

**d) Is your project targeted towards, or of particular relevance to, people of a specific sexuality?**

Yes  No If 'Yes' please tick....  Gay  Lesbian  Bisexual

**e) Is your project targeted towards, or of particular relevance to, people from a specific ethnic background?**

Yes  No If 'Yes', indicate the ethnic background of the people who will benefit from your project.

**White**  British  Irish  Other **Mixed**  Mixed ethnic background

**Asian or Asian British**  Indian  Pakistani  Bangladeshi  Other Asian

**Black or Black British**  Caribbean  African  Other Black

**Chinese or other ethnic group**  Chinese  Other ethnic group

**f) Is your project targeted towards, or of particular relevance to, people from a specific religion or faith?**

(e.g. a Muslim women's sports club, which encourages active participation, rather than promoting religious beliefs)

Yes  No If 'Yes' please specify

**10 – Declaration (on behalf of organisation or group) – I confirm that.....**

- Accounts and quotes where appropriate are enclosed.
- A copy of our constitution or terms of reference are enclosed.
- 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) 05/12/2008
- That acknowledgement will be given of Wiltshire Council support in any publicity or printed material.
- I give permission for press and media coverage by Wiltshire Council in relation to this project.

Name:

Position in organisation:

Date: 26/10/2009

Please return your completed application to the appropriate Area Board Locality Team (see pages 9-10)