



Reference no

Log no  
Tid 018/10**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	Tidworth Area Community Awards		
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)	Tidworth Community Area
Does your town/parish council know about your project?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
What is your project?  <b>Important: This section is limited to 300 characters only (inclusive of spaces).</b>	To organise and run an annual community awards ceremony with the aim of publically acknowledging the efforts and achievements of so many people across the community all of which bring directly benefit to others
Where will your project take place?	The Wellington Academy Theatre
When will your project take place?	25 May 2011
How many people will benefit from your project?	A lot, but c200 will attend the event
How does your project demonstrate a direct link to the community plan for your area?  Please provide a reference/page no.	Many of the aims and objectives categorised within the Community Plan are directly reflected in the voluntary work that we mark at this event  All pages

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

This event is sponsored and supported by TCAP. Past awards have reflected wide endeavour across the Community Area that match priorities set within the Plan so we fully expect nominations for 2011 to do the same. However, we are not limited by these priorities.

**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 project has been running for some 15 years so it is a proven, respected and well supported event. The high number of nominations received for all of the judging categories suggest that this is an event worth supporting. People across the Community are determined to publically acknowledge those who work selflessly, tirelessly and with no reward simply to help others, improve the environment or whatever other project they may be involved in. Excellent and positive feedback from last and previous years has been received through letters, telephone calls, the Lord Lieutenant and the press. As the organisers we are equally determined to ensure that this awards event is presented in the very best way to ensure that full credit and thanks can be shown to those who bring such unsung value to our community.

**Any other information about your project.**

Apart from presenting awards at this event, we are increasingly involving schools, groups and other organisations by asking them to perform in an appropriate manner (singing, dancing, reciting and other such acts) to bring more variety, involvement and enjoyment to the whole evening's experience.

The Organising Committee is a small group of volunteers who agreed to pick up this task when TDT, the former organising body, went into receivership in Aug 2008. As it is not a formally appointed body with its own bank account, Clarendon Junior School has agreed to provide the necessary financial support arrangements until a more permanent plan is made. This arrangement has proved workable and acceptable over the last two years.

### 3 - Management

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

**Of these, how many are:**

<b>Over 50 years</b>	<b>Male</b>	<input type="text" value="3"/>	<b>Female</b>	<input type="text" value="1"/>
<b>25 – 50 years</b>	<b>Male</b>	<input type="text"/>	<b>Female</b>	<input type="text"/>
<b>Under 25 years</b>	<b>Male</b>	<input type="text" value="6"/>	<b>Female</b>	<input type="text" value="6"/>
<b>Disabled People</b>	<b>Male</b>	<input type="text"/>	<b>Female</b>	<input type="text"/>
<b>Black and Minority Ethnic people</b>	<b>Male</b>	<input type="text"/>	<b>Female</b>	<input type="text"/>

**If your project is intended to continue after the Wiltshire Council funding runs out, how will you continue to fund it?**

We are confident that the event has won many supporters over the years so, under these circumstances, we would seek much more specific support that included financial sponsorship from local businesses, schools, the military garrison, local government bodies and other interested organisations. As this is very likely to further strengthen the community's support for the event and widen the opportunities to take ownership of it, such a funding plan will be developed for increased use in 2012.

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

For 2011, we would have to reduce costs by reducing the number of awards made to individuals which would simply devalue the real purpose of the event

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

Because we publically acknowledge and reward those who are making a real difference in the community, and by running this annual event we hope to encourage more people to do exceptional things across the community.

**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)?**

None

**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: N/A

Month:

Year:

**A - Total income:**

£

**B - Minus total expenditure:**

£

**Surplus/deficit for year: (A minus B)**

£

**Free reserves held:**

£

<b>5 - Financial information</b>				
<b>Project Costs A</b> Please provide a <u>full</u> breakdown e.g. equipment, installation etc.		<b>Project Income B</b> Please list all sources of funding for this project, as provisional (P) or confirmed (C)		
				P/C
Trophies	£300	<b>Own fundraising/reserves</b>		£
Postage,stationary, admin	£130			£
Certificates + framing	£150	<b>Parish/town council</b>		£
Presentation shields x2	£50			£
Area Board shield + engraving	£100	<b>Trusts/foundations</b>		£
Music Tuition	£80			£
Performers' refreshments	£50	<b>In kind</b>		£
	£			£
	£	<b>Other</b>		£
	£			£
	£			£
	£			£
	£			£
<b>Total Project Expenditure</b>	<b>£860</b>	<b>Total Project Income</b>		<b>£0</b>
<b>Total project income B</b>		£860		
<b>Total project expenditure A</b>		£860		
<b>Project shortfall A – B</b>		£0		
<b>Award sought from Wiltshire Council Area Board</b>		£860		
<b>Bank Details</b>				
<b>Please give the name of the organisations' bank account e.g. Barclays</b>		N/A		
<b>Please give the title name of the organisations' bank account e.g. current</b>		N/A		
<b>6 – Supporting information – Please enclose the following documentation</b>				
<b>Enclosed (please tick)</b>				
<input type="checkbox"/> Written quotes including the one you are going to use <input type="checkbox"/> Latest inspected/audited accounts or annual report <input 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				
<b>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.</b>				

**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 totally inclusive of all members of the community, it has no boundaries other than the limitations of peoples' imagination and encourages good work across every aspect of our lives

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

The project is entirely based on acknowledging valuable and voluntary work in every sector and has set itself to highlight all nominated as well as the best examples for public recognition at the annual awards ceremony

**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)    all that exist within the TCAP area
- Specific faith groups (please state which groups) all groups are included
- People/families on low income
- Other disadvantaged groups (please state which groups) all included as members of the TCAP area

**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:** Godfrey Tilney

**Date:** 14/12/2010

**Position in organisation:** Organising Committee Member

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