

## Grant Applications for Trowbridge on 16/11/2017

ID	Grant Type	Project Title	Applicant	Amount Required
2561	Community Area Grant	Every Town Every Place Every Face	Finding the forgotten	£2500.00

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**Submitted:** 28/09/2017 13:38:57

**ID:** 2561

**Current Status:** Application Appraisal

**To be considered at this meeting:**

tbc contact Community Area Manager

**1. Which type of grant are you applying for?**

Community Area Grant

**2. Amount of funding required?**

£501 - £5000

**3. Are you applying on behalf of a Parish Council?**

No

**4. If yes, please state why this project cannot be funded from the Parish Precept**

**5. Project title?**

Every Town Every Place Every Face

**6. Project summary:**

Finding the Forgotten will work in partnership with local group Preserve our Past to tell the WW1 story of Trowbridge. An armed forces weekend will feature each soldiers photo on a pennant in the ground within the memorial garden. Volunteers will research key locations and stories looking at them then and now. These include Trowbridge barracks as well as the presentation tank displayed in Trowbridge Park. Talks and training will support volunteers

and a video will be shot at key locations created as an output of the project to be accessed by all via memory sticks and a website.

**7. Which Area Board are you applying to?**

Trowbridge

**Electoral Division**

**8. What is the Post Code of where the project is taking place?**

ba14

**9. Please tell us which theme(s) your project supports:**

Arts, crafts and culture

Heritage, history and architecture

Inclusion, diversity and community spirit

If Other (please specify)

**10. Finance:**

**10a. Your Organisation's Finance:**

**Your latest accounts:**

03/2017

**Total Income:**

£50.00

**Total Expenditure:**

£0.00

**Surplus/Deficit for the year:**

£50.00

**Free reserves currently held:**

(money not committed to other projects/operating costs)

£50.00

**Why can't you fund this project from your reserves:**

Insufficient funds

We are a small community group and do not have annual accounts or it is our first year:

**10b. Project Finance:**

Total Project cost		£11990.00		
Total required from Area Board		£2500.00		
Expenditure (Itemised expenditure)	£	Income (Itemised income)	Tick if income confirmed	£
Memorial Exhibition in	2500.00			

Trowbridge Park			
Filming on location in Trowbridge	3500.00	HLF	3500.00
Digital Training	250.00	HLF	250.00
Photoshop license	240.00	HLF	240.00
Volunteer Expenses	200.00	HLF	200.00
Programming	2100.00	HLF	2100.00
Camera hire	1800.00	HLF	1800.00
Video compression	400.00	HLF	400.00
Audio recordings	1000.00	HLF	1000.00
<b>Total</b>	<b>£11990</b>		<b>£9490</b>

**11. Have you or do you intend to apply for a grant from another area board within this financial year?**

No

**12. If so, which Area Boards?**

Trowbridge

**13. Please tell us WHO will benefit and HOW they will benefit from your project benefit your local community?**

The project will benefit the community of Trowbridge as it will provide detailed information about the unique WW1 story of Trowbridge. Finding the Forgotten will create access to the photographs of those who served and these will form an exhibition within the memorial garden a central location in the town so that they can be viewed by the community. Key locations within Trowbridge will be researched and detailed by volunteers providing opportunities for volunteers of all ages to learn new skills. The project output will feature a video with expert analysis by finding the forgotten shot on location around the town. It will also feature text and archive photo galleries as well as more information about the soldiers who served and where they lived and worked in Trowbridge. This will enhance the heritage and make it accessible to all. This will be made freely available on a website and on memory sticks which can be downloaded and passed on and a benefit to the community.

**14. How will you monitor this?**

This part of the project will be led by Richard Broadhead with support from volunteers and has support from Mary Rose Mantle and others. Feedback will be monitored at the exhibition and will also be available via the website

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

The Memorial Exhibition will be used by Wiltshire Armed Forces for other events as an act of Remembrance. The web site will be hosted for five years and memory sticks will be

passed on free of charge allowing as many local people in Trowbridge to share in this story of Remembrance.

**16. Is there anything else you think we should know about the project?**

The £2500 requested from Trowbridge Area Board will be used to create a Memorial Exhibition for Trowbridge and will form part of a larger project costing £11990 the focus of which will be the locations and personnel unique to the WW1 story of Trowbridge. These include the story of Trowbridge Barracks a key location and training ground during WW1 which is now gone and the houses of soldiers around the town as well as the story of the WW1 presentation tank and its life after the war on display within Trowbridge Park. The information will be accessed by all via memory sticks and a website hosted for five years

17. DECLARATION

**Supporting information - Please confirm that the following documents will be available to inspect upon request:**

**Quotes:**

yes I will make available on request 1 quote for individual project costs over £500 & 2 quotes for project costs over £1000 (Individual project costs are listed in the expenditure section above)

**Accounts:**

yes I will make available on request the organisation's **latest accounts**

**Constitution:**

yes I will make available on request the organisation's Constitution/Terms of Reference etc.

**Policies and procedures:**

yes I will make available on request the necessary and relevant policies and procedures such as Child Protection, Safeguarding Adults, Public Liability Insurance, Access audit, Health & Safety and Environmental assessments.

**Other supporting information (Tick where appropriate, for some project these will not be applicable):**

**And finally...**

yes The information on this form is correct, that any award received will be spent on the activities specified.

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