



Reference no

Log no

138

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	Westbury Town Council		
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)	Westbury
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).	Purchase mobile Projection and Display Equipment for use by community groups/organisations as and when requires.
Where will your project take place?	Westbury
When will your project take place?	ASAP
How many people will benefit from your project?	Many local individuals, groups/org's
How does your project demonstrate a direct link to the community plan for your area?	Improving economy/tourism
Please provide a reference/page no.	Page 9

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

This project links to Wiltshire Council priorities including engaging with local people; increasing numbers involved in volunteering; and promoting tourism and local economy.

**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)**

**When groups/organisations use the Laverton we are continually asked whether we can provide projection/display equipment or whether they have to bring their own equipment. It was decided that it may be appropriate if a mobile Projection and Display system were held by the town council to benefit groups/organisations in the community, i.e. should external organisations require the use of this equipment they would be able to approach Westbury Town Council.**

**Any other information about your project.**

The town council is often approached by local groups/organisations enquiring whether we have this type of equipment they can use or whether they have to provide their own. When refurbishments have been completed the town council will have permanently fixed equipment which will not be suitable for external use. The new equipment would be beneficial to the Westbury community as a whole.

### 3 - Management

**How many people are involved in the management of your group/organisation? 3**

**Of these, how many are:**

<b>Over 50 years</b>	<b>Male</b> <input type="text" value="1"/>	<b>Female</b> <input type="text" value="2"/>
<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"/>	<b>Female</b> <input type="text"/>
<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?**

N/A as one off purchase. The town council would own the equipment and thus be responsible for maintenance and storage.

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

It would have to be considered by the town council in its budget setting plans.

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

We will monitor usage and get feedback from users.

**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: 2010

Month: 03

Year: 2010

**A - Total income:**

£440551

**B - Minus total expenditure:**

£331423

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

£109128

**Free reserves held:**

£30158

## 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
Optoma Portable projector	£604	Own fundraising/reserves	£
Fast Fold Portable Screen	£345		£
Whiteboard	£132	Parish/town council	£545
Delivery	£9		£
	£	Trusts/foundations	£
	£		£
	£	In kind	£
	£		£
	£	Other	£
	£		£
	£		£
	£		£
	£		£
<b>Total Project Expenditure</b>	<b>£1,090</b>	<b>Total Project Income</b>	<b>£545</b>

<b>Total project income B</b>	£545
<b>Total project expenditure A</b>	£1,090
<b>Project shortfall A – B</b>	£545
<b>Award sought from Wiltshire Council Area Board</b>	£545
<b>Bank Details</b>	
<b>Please give the name of the organisations' bank account e.g. Barclays</b>	
<b>Please give the title name of the organisations' bank account e.g. current</b>	

## 6 – Supporting information – Please enclose the following documentation

### Enclosed (please tick)

- Written quotes including the one you are going to use
- Latest inspected/audited accounts or annual report
- Income and expenditure budget for current financial year
- Project budget (if applicable)
- Terms of reference/constitution/group rules
- 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 equipment would be made available to groups which otherwise would not be able to afford it.

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

By providing this as a community facility in Westbury it will aid the running and professionalism of a variety of community events.

**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:** 06/01/2011

**Position in organisation:**

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