



Reference no

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	Longleaze Pre-School and Nursery, Wootton Bassett		
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)	Wootton Bassett and Cricklade Area Board
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).	We are a community pre-school and nursery. We provide high quality (OFSTED rated Excellent) pre-school care and education and aid transition to primary school. We meet local need in an area of deprivation. We wish to replace an access ramp and hand rail.
Where will your project take place?	We own 2 mobile classrooms in the grounds of Longleaze Primary School.
When will your project take place?	We are open Monday to Friday from 9.00 - 3.00
How many people will benefit from your project?	We have 60 children on our roll
How does your project demonstrate a direct link to the community plan for your area? Please provide a reference/page no.	support local schools, our children are better prepared for their academic careers p 10 support for vulnerable people, in an area of deprivation p 20

<p>What is the link between your project and other local priorities? e.g. Priorities set by your area board and parish plans. There are no parish plans. Area board plans prioritise young people and older people. Our project helps children under 5.</p>	
<p>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) Our pre-school has been in existence for 21 years and is well used by the local community, proving there is a local need. The majority of the families who use us are from the Longleaze area. We offer parent and baby/toddler groups so we provide play and learning from 0 to 5 years. We provide the children with play and learning (physically, emotionally and socially) opportunities, actively promote positive self esteem, model good behaviour, encourage and promote healthy eating and living, and prepare them for a smooth move to primary school. We offer parents good quality childcare and involve them in their child's activities to promote learning in the home. We strive to enhance the life chances of our children, many of whom are from families struggling with socio economic deprivation. We encourage the children to play outdoors as much as possible. Many are denied this at home due to the type of properties they live in. Space to run around and be free is important in children's development. We have 2 mobile classrooms, each with its own playground. The under threes in building 1 have shorter sessions than the over threes in building 2.</p>	
<p>Any other information about your project. .Currently the older children must go inside for security when the younger ones are collected and the main gate is open. This is a real headache for the staff and leads to unhappy and frustrated children. However we cannot compromise the security of the children. We have installed an extra gate to allow the 2 buildings to be accessed independently. We cannot yet use this gate without replacing the ramp access to building 1 and erecting a shelter around this area a) to allow families to wait comfortably in bad weather, store buggies in bad weather and b) provide covered space for the under threes to play in bad and very hot weather. We are applying to the council for the ramp and another organisation for the covered area. We recently used some of our surplus to replace our windows and really cannot dip into this any more.</p>	

3 - Management

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

Of these, how many are:

Over 50 years	Male	<input type="text"/>	Female	<input type="text"/>
25 – 50 years	Male	<input type="text"/>	Female	<input type="text" value="7"/>
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?

We are not applying for help with running costs. Our running costs are met from charging for the under threes and state funding for the over threes. This is an application for a one off capital improvement project . Our "building fund", an historic name and pot, is actually needed by law for staff redundancies and cannot be touched. Our "community fund" (our current account) carries a modest surplus for emergency repairs and replacements as we recently had to with our heating

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

If we were not awarded the full amount from the council we would have to shelve the ramp and shelter project indefinitely. This would mean continuing with interrupting the over threes outdoor play when it is going home time for the under threes. We work hard to fund raise but most of our parents have limited means to contribute and this year's total is x, nowhere near enough. It was used for books and equipment.

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

We will have improved our facilities as outlined above. The older children will not face interruption to their play, the younger children will have a covered play area and we will have shelter for people and buggies in bad weather, something the parents consider very important. We have such a shelter for the over threes building, built in response to parental demand.

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)?

Jack Lane Charitable Trust
No decision yet

Have you been successful?

Yes No

<p>Have you or do you intend to apply for a grant from another area board within this financial year?</p> <p>If yes, please state which ones.</p>	<p>Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p>	
<p>Are you in receipt or anticipating other funding from Wiltshire Council for this project?</p>	<p>Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p>	
<p>4 - Information relating to your last annual accounts (if applicable)</p>		
<p>Year ending: 31.3.2010</p>	<p>Month:</p>	<p>Year:</p>
<p>A - Total income:</p>	<p>£86,786</p>	
<p>B - Minus total expenditure:</p>	<p>£80499</p>	
<p>Surplus/deficit for year: (A minus B)</p>	<p>£6,287</p>	
<p>Free reserves held:</p>	<p>£we don't know what this means</p>	

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	
materials	£530	Own fundraising/reserves		£
labour	£400			£
	£	Parish/town council		£
	£			£
	£	Trusts/foundations		£
	£			£
	£	In kind		£
	£			£
	£	Other		£
	£			£
	£			£
	£			£
	£			£
Total Project Expenditure	£930	Total Project Income		£0
Total project income B		£0		
Total project expenditure A		£930		
Project shortfall A – B		£930		
Award sought from Wiltshire Council Area Board		£930		
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		community account		
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 checked="" type="checkbox"/> Terms of reference/constitution/group rules <input checked="" 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?

We have sound policies and practice on equality and focus on closing the learning gap between our vulnerable children and those who have more opportunities. Our OFSTED "outstanding" confirms this.

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

We are a community pre-school and work hard to inform and involve our families. ALL families are welcome and we have a range of families, including traveller families. We have open days and fundraising events open to the local community. We are run by a committee of parents/carers.

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: 07/02/2011
Position in organisation: Committee member	

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