

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	Avebury Community Shop		
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)	Marlborough
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).	To install and implement an Electronic Point Of Sale (EPOS) system into Avebury Community Shop. It will enable us to serve our customers faster with fewer mistakes. The system will enable better stock control avoid wastage and improve financial management.
Where will your project take place?	Avebury Community Shop, Hope Cottage, High Street, Avebury, SN8 1RF
When will your project take place?	Spring/Summer 2011
How many people will benefit from your project?	500
How does your project demonstrate a direct link to the community plan for your area? Please provide a reference/page no.	Economic - local businesses, local employment, retaining key facilities, tourism. Transport - Access to essential services. Section 1 (esp 1.5, 1.6, 1.7), 5.6

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

The project will help ensure the success of a vital local facility in a village. It will provide part time employment for 2 members of staff. It will provide volunteering opportunities for local people. It will cut down on unnecessary car journeys. We promote local food producers.

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)

It will enable villagers and people from surrounding villages to continue to purchase their groceries locally. By ensuring the continuation of the shop, it will help the environment by preventing unnecessary journeys into local towns to purchase basic groceries. The village of Avebury has lost many of its facilities recently, the full time post office has closed and the school has closed - the shop now provides an essential "community hub" and meeting place for villagers. It provides an opportunity for people to volunteer and this has had significant benefits for certain individuals in preventing loneliness and isolation. It also provides employment opportunities for two part time members of staff. The shop is well supported by the village with a wide range of the community using the shop from the elderly who have no access to transport, working people and young people. Volunteers are also from a wide cross section of the community from age 21 to their 70s.

Any other information about your project.

The community shop opened on 15th March 2009 as a result of community concern at the closure of the shop and post office the previous year. It is well used by villagers from Avebury and the surrounding area as well as by tourists. We are currently working on a project to promote local food producers.

The 'in kind' support we mention is for 5 days at £100 for technical work with installation (by an IT professional), setting up the software for accounting purposes (by an accountant) and providing training for the volunteers (by a qualified teacher).

Free Reserves - section 4 - Most of these reserves are from initial fundraising before the shop opened. Apart from approximately £2000 for this project, the reserves we have are allocated to planned asset replacement and contingency if there is a decline in trading (in view of the current financial situation a decline in the number of tourists could have a big impact on the income of the shop).

3 - Management

How many people are involved in the management of your group/organisation? 5

Of these, how many are:

Over 50 years	Male	<input type="text" value="2"/>	Female	<input type="text" value="2"/>
25 – 50 years	Male	<input type="text"/>	Female	<input type="text" value="1"/>
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?

Through revenue produced by the shop.

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

It may limit the amount of components that we are able to purchase. For example, we may not be able to purchase scales linked to the till or link the card machine to the till.

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

We will be able to provide our customers with a faster and more efficient service, with fewer errors being made. We will be able to maintain and improve the revenue of the shop which will ensure its long term financial stability. We will be able to do this by improving stock control, management information, reducing the amount of wastage and by reducing the number of errors made at the till

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: 28th

Month: Feb

Year: 2010

A - Total income:

£131,341

B - Minus total expenditure:

£130,039

Surplus/deficit for year: (A minus B)

£1302

Free reserves held:

£14049 * see 2 Other info

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
Touch screen terminal	£1,964	Own fundraising/reserves	£2,000
Chip and Pin Pad	£182		£
Integrated weighing scales	£609	Parish/town council	£
Back office software	£450		£
Barcode printer	£232	Trusts/foundations	£
Handheld scanner	£620		£
Installation & training	£850	In kind	£500
	£	Installation, training, IT	£
	£	Other	£
	£		£
	£		£
	£		£
	£		£
Total Project Expenditure	£4,907	Total Project Income	£2,500
Total project income B		£2,500	
Total project expenditure A		£4,907	
Project shortfall A – B		£2,407	
Award sought from Wiltshire Council Area Board		£2,407	
Bank Details			
Please give the name of the organisations' bank account e.g. Barclays		Alliance & Leicester	
Please give the title name of the organisations' bank account e.g. current		current	

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.

