



Community Area Grant Application Form 2011/2012

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

For larger projects we strongly advise you to contact Charities Information Bureau three months before you approach the area board. (See Section 2 for contact details)

Please contact your Community Area Manager before completing your application (See Section 3 for contact details)

1. Your organisation or group

Name of organisation	Crudwell Pre-school		
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

Project Title/Name	Outside Play Area Regeneration Project		
What is your project about and what does it aim to achieve?	<p>We are regenerating our pre-school outside play area with the aim of making it a stimulating and creative place and introducing more elements which link to guidelines set by the early years foundation.</p> <p>This includes new safety flooring (artificial grass), a tunnel ,gardening areas, race track for the trikes, play castle and sand pit. The village hall where our pre-school is held has given us some extra land to the side of the existing play area to allow more space (they are funding moving the fencing and cutting back hedges to allow for this).</p> <p>We would like to finish this project by adding some sensory elements to the outside space—some planting for greenery, screening and to attract wildlife; outdoor instruments and mirrors and a bridge.</p>		
Important: This section is limited to 600 characters only (inclusive of spaces).			
In which community area does your project take place? (Please give name – see section 3 of the grants pack)	Malmesbury Area Board		
I/we have discussed our project with the town/parish council?	Yes <input checked="" type="checkbox"/>	Date November 2010	No <input type="checkbox"/>
I/we have discussed our project with our Wiltshire councillor?	Yes <input type="checkbox"/>	Date	No <input type="checkbox"/>

Where will your project take place?	Crudwell Village Hall outside area.
When will your project take place?	Summer 2011
How did you discover there was a need for your project (please provide evidence) and how will your project benefit your local community? <i>Important: Please do not type/write in paragraphs – This section is limited to 1200 characters only (inclusive of spaces)</i>	<p>Feedback from pre-school staff and the village hall highlighted that there was a need to regenerate the outside play area allocated for the pre-school. Originally this started off as a mission to replace the worn out safety flooring and since then we have been working hard to make this money work harder and provide some great outdoor play and educational facilities at the pre-school.</p> <p>The project will provide a fun, safe, stimulating area for the children to play and learn. It will also help to attract more children each year as the space is one of the selling points of the pre-school. The pre-school has grown from just 3 children a couple of years ago to 25 recently and we are at a stage when we need to invest in our facilities. After a large number of children go to primary school in September it is important for us to keep up our numbers to sustain the school and the Village Hall itself, which is central to our community.</p>
How many people will benefit from your project?	25 children each term
How does your project demonstrate a direct link to the local community plan for your area? www.wiltshire.gov.uk/areaboards Please provide a reference/page no.	<p>Supports early years and pre-schools in villages</p> <p>P.12</p>
To be completed ONLY where town/parish councils are making an application	
Is your project one which parish/town councils have powers to raise local taxes to fund?	Yes <input type="checkbox"/> No <input type="checkbox"/>
Could your project be funded from your reserves?	Yes <input type="checkbox"/> No <input type="checkbox"/>
Is your project urgent (having to be completed in this financial year? If you answer YES please provide evidence elsewhere on the application form)	Yes <input type="checkbox"/> No <input type="checkbox"/>
Any other information about your project.	
<p>This is the final part of this renovation project. We are currently updating the flooring and built in play equipment using Lottery grant money and some of our own funds. We are also looking to add lockable doors and windows to an open small shed to create a proper wendy house which will also double as secure toy storage and we have put together a working party to sand and paint the large shed so we can put up blackboards, mirrors etc for the children to use. The outdoor space has now been doubled in length (although the new part gradually tapers in as it reaches the gate at the end) and is approx. 60 square metres.</p> <p>Planting in the play area is very much about (1) Creating areas of shade and places for children to sit and chat under (trees- not too big, with minimal dropping of leaves) (2) The mystery of tunnels created from the planting (screening areas and creating pathways) (3) The sensory elements of plants such as lavender. The planting plan (some are in already) is to use plants which will help all these things as well as those which will attract wildlife such as butterflies. Grassroots landscaping have committed to the maintenance of hedges and trees for 3 years - after which it will be the responsibility of the parents. A parent rota will be put in place to help watering etc during the holidays and children will help in term time as part of 'Gardening with Granny' – a new idea to get children gardening with the assistant supervisor's mum (granny) who comes in each week. The village hall committee have been involved with this project step by step and are very supportive of it. Once grown we would plan to create a musical hedge – hanging instruments on the foliage.</p> <p>Sensory play is a valuable part of good early childhood programs. The use of sensory materials allows children the opportunity for hands-on and self-directed play to encourage the development of Fine/Gross motor skills, creativity, self esteem, social & cognitive development.</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" value="1"/>
25 – 50 years	Male	<input type="text" value="1"/>	Female	<input type="text" value="10"/>
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?

There are no on-going costs. The upkeep of the area will be the responsibility of the staff and parents.

How will you know whether your project has made a difference in the community? What evidence will be collected to enable you to know that the project has made a positive impact on your community and met the local need?

Feedback/reporting from pre-school staff about the children's use of the area. Feedback from prospective parents viewing the pre-school and the difference it makes to their decision to join the pre-school.

Have you contacted Charities Information Bureau for help with your application/ to seek other funding?

Yes

Date

November 2010

No

To whom have you applied for funding for this project (*other than Wiltshire Council*)?

Please list with amount applied for and whether you have been successful

Name of Funder

Amount Applied For

Amount Received

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

If yes, please state which one(s).

Yes

No

Are you in receipt or anticipating other funding from other Wiltshire Council departments for this project?

Yes

No

4. Information relating to your last annual accounts (if applicable)		
Year ending:	Month: July	Year: 2010
A - Total income:	£39,515	
B - Minus total expenditure:	£31,840	
Surplus/deficit for year: (A minus B)	£7,672	
Free reserves currently held:	£	

5. Financial information – If you can claim back V.A.T. please exclude from figures given below

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	
Plants	£700	Own fundraising/reserves		£1,900
Labour for planting	£700			£
Outdoor music –dragon chimes	£492	Parish/town council		£
Outdoor music – mini freenotes	£1140			£
Sensory mirrors	£47.94	Trusts/foundations		£
Bridge	£199			£
Rainmaker	£513	In kind		£
	£			£
	£	Other		£
	£			£
	£			£
	£			£
Total Project Expenditure	£3791.94	Total Project Income		£1,900

Total project income B	£1,900
Total project expenditure A	£3791.94
Project shortfall A – B	£1,891.94
Grant sought from Wiltshire Council Area Board	£1,890
Bank Details	
Please give the name of the organisations' bank account e.g. Barclays	Barclays
Please give the title name of the organisations' bank account e.g. current	Pre-school Community Account

6. Supporting information – Please enclose all the following documentation as failure to do so may lead to a delay in your application being considered

Enclosed (please tick)

- Written quotes including the one(s) you are going to use
- Latest inspected/audited accounts or annual report or Income/expenditure budget for current financial year
- Terms of reference/constitution/group rules
- Evidence of ownership/lease of buildings and/or land. **LETTER SENT FROM VILLAGE HALL**

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. 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 Safeguarding Adults
 - 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: 10th May 2011

Position in organisation:

Please return your completed application to the appropriate Area Board Locality Team (see section 3)