



## 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			
<b>Name of organisation</b>	Sunflowers at Grafton		
<b>Contact name</b>			
<b>Contact address</b>			
<b>Contact number</b>	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%;"></td> <td style="width: 50%; text-align: center;"><b>e-mail</b></td> </tr> </table>		<b>e-mail</b>
	<b>e-mail</b>		
<b>Organisation type</b>	Not for profit organisation <input checked="" type="checkbox"/> Parish/town council <input type="checkbox"/> Other, please specify		
2 – Your project			
<b>In which community area does your project take place? (Please give name – see section 3 of the grants pack)</b>	Pewsey		
<b>Does your town/parish council know about your project?</b>	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>		
<b>What is your project?</b> <b>Important: This section is limited to 300 characters only (inclusive of spaces).</b>	To expand the current successful school hours/term time provision for 2-5yrs by Sunflowers Pre school to full day care for 0-5 years and offer after school/holiday club for primary age children. Work is required to the school building and investment in resources is necessary.		
<b>Where will your project take place?</b>	The site previously shared with Grafton Primary School		
<b>When will your project take place?</b>	Ongoing		
<b>How many people will benefit from your project?</b>	Children, parents and staff - c150		
<b>How does your project demonstrate a direct link to the community plan for your area?</b>  <b>Please provide a reference/page no.</b>	Sunflowers at Grafton contributes to the resilient communities vision of the Local Agreement for Wiltshire p.36		

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

The development of Sunflowers at Grafton ensures that a form of education is maintained in the Parish following the closure of our village school (effective 31/08/11). Sunflowers at Grafton supports the following priorities in the Pewsey Area Plan; Education 5.6 and 5.8 and Culture & Leisure 6.13

**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)**

The Sunflowers Pre School Voluntary Management Committee is working towards securing the future of Sunflowers at the Grafton School site. We are concerned that Sunflowers in it's current form would not be viable in the medium term - with no expansion the concern is that parents will naturally flow towards the pre schools attached to other local schools. Market research indicates significant demand from parents in the Parish and the wider area for developing the setting and offering a focus on the natural environment but this is based on expanding the provision from the current term time only, school hours Pre School arrangements. Our plan is 1. Sept 2011 – Sunflowers reopens as current Pre School (term time only/school hours) 2. Oct 2011 – Sunflowers expands provision to offer full day care for 0-5s throughout the year and 3. Jan 2012 – offer after school and holiday clubs for primary age children (addressing a lack of after school care in the area). Sunflowers at Grafton will maintain an educational establishment in the parish around which a sense of community will be fostered, provide employment opportunities and facilitate the return to work of parents with young children.

**Any other information about your project.**

Discussions between Salisbury Diocese and the current voluntary management committee regarding the use of the building are well advanced and we anticipate that agreement will be reached and documented during w/c 25 July. We will be happy to provide additional information as required. Sunflowers will operate on a not-for-profit basis as either a Charity or a Community Interest Company. This will involve re-establishing Sunflowers Pre school with a new constitution and a board of trustees/directors - some of the existing team will remain involved and others will be recruited. Hence we have not completed the first part of Section 3 - Management as we don't yet have the full team in place. A conservative financial plan has been developed, with fees comparable with other nurseries and pre schools - the Year 1 budget is attached in the business plan. Any profits will be retained by Sunflowers for improving the setting and the children's experiences.

### 3 - Management

**How many people are involved in the management of your group/organisation? 0**

**Of these, how many are:**

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

Children aged 3+ benefit from the Nursery Education Grant for 15 hours a week. Additional hours for this age group and for the under 3's will be charged at competitive rates. We plan that this fee income will cover running costs. An extensive fundraising/community events programme will fund additional resources.

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

Converting the existing school building so that it is fit for purpose and putting together an effective marketing strategy is essential to attract new parents - if we are unable to complete this conversion or reach out to our target market our offer will be less attractive. This would potentially mean that parents would consider Pre Schools and Nurseries outside of Grafton Parish.

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

We would expect to see a growth in the number of children on roll and a 60% occupancy rate at Sunflowers at Grafton.

**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:**

**Month:**

**Year:**

**A - Total income:**

£

**B - Minus total expenditure:**

£

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

£

**Free reserves held:**

£

## 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	
Converting staff room to kitchen	£2,000		£
Flooring materials	£1,661	Donations C	£4,000
Equipment for the baby room	£1,050	Parish/town council	£
Improving building security	£261		£
Developing outdoor space	£1,415	Trusts/foundations	£
Web site development	£775		£
Marketing activity	£825	In kind	£
	£		£
	£	Other	£
	£		£
	£		£
	£		£
	£		£
<b>Total Project Expenditure</b>	<b>£7,987</b>	<b>Total Project Income</b>	<b>£4,000</b>

<b>Total project income B</b>	£4,000
<b>Total project expenditure A</b>	£7,987
<b>Project shortfall A – B</b>	£3,987
<b>Award sought from Wiltshire Council Area Board</b>	£3,987
<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?**

Sunflowers at Grafton extends the range of children's services available in Grafton Parish and therefore ensures that Grafton is a thriving and resilient community in its own right - rather than merely being a dormitory community to neighbouring towns and village.

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

Parents and children attending Sunflowers interact with others in the community and build local support networks - reducing the likelihood of rural isolation and/or the need to travel to other communities for children's activities.

**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:** 22/07/2011

**Position in organisation:**

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