

Community Area Grant Application Form

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**

1 - Your Organisation or Group			
Name of Organisation	Queensway Tenants and Residents Association		
Contact Name			
Contact Address			
Contact number		e-mail	
Organisation Type	Non profit organisation <input checked="" type="checkbox"/> Parish/Town Council <input type="checkbox"/> Other <input type="checkbox"/>		
2 – Your Project			
In which Community Area does your project take place? (Please give name – see pp 2-4 of funding pack)	Melksham		
In which Parish does your project take place?	Melksham		
What is your project?	Event in Apr/May to interest local people in our community garden project and prepare our contribution to the F&D Festival.		
Where will your project take place?	Queensway, Melksham		
When will your project take place?	April/May 2010		
Does your project demonstrate a direct link to the Community Plan for the area? If YES, please provide a reference/page no.	YES <input checked="" type="checkbox"/> 2.6; 3.5; 4 NO <input type="checkbox"/>		
Please confirm your project will be completed by 31st March 2010	YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>		
What community benefits will your project provide and, who are the beneficiaries (e.g. numbers of people, age, gender, particular groups) <small>IMPORTANT: PLEASE DO NOT TYPE IN PARAGRAPHS – THIS SECTION IS LIMITED TO 1500 CHARACTERS ONLY (INCLUSIVE OF SPACES)</small> We want to make our greens more attractive and use them effectively. A simple idea that helps this aim is to use them to grow local produce (fruit trees/bushes and herbs, rather than a high maintenance allotment - initially at least). We want to involve local people in choosing sites, designing the gardens and then digging, planting and maintaining. We aim to launch this project through an event focusing on herbs, which is what this grant is for. At the event we will put up a gazebo on a green where we will: a) get feedback on possible sites for gardens; b) ask people to create their own basic designs (through a competition); c) paint flowerpots; and d) plant herb seeds and pot up seedlings in the flowerpots. Other agencies may also organise activities. After the event we will sell the herbs and pots at our stall at the Food & Drink Festival, which will raise money for the project and give us another chance to gain volunteers and get feedback on sites/designs. We will also use the grant to create an initial herb garden, based on designs submitted at the event. Anyone living in the area will be welcome to attend the event and subsequent activities (and enjoy the herb garden) but we are very keen to encourage older and younger residents to mix. The focus on local produce, and possible links to demonstrations at the Festival, will promote healthy eating (from low cost sources), while community involvement will hopefully create attractive spaces that are valued by local people.			

Wiltshire Council will be unable to meet the ongoing costs of your project. Please describe, therefore, how you will ensure the financial sustainability of your project beyond the period of this grant (if successful)?

As this is a one-off event there are no ongoing costs. Any money raised through selling the herbs will be ploughed back into the wider project, which would be funded by a range of grant funding (assuming the community supports its continuation).

3 – Additional information to support and strengthen your application e.g consultation, community involvement, energy efficiency measures

Please tell us more about the organisations and groups that are involved in your project, who will benefit from the award and how will you know that it is making a difference.

IMPORTANT: PLEASE DO NOT TYPE IN PARAGRAPHS – THIS SECTION IS LIMITED TO 1500 CHARACTERS ONLY (INCLUSIVE OF SPACES)

Queensway tenants and residents association (TARA) is leading the project - we meet every month and our meetings are open to anyone living on Queensway. Selwood Housing is fully supportive of the wider project and is providing help with organising and promoting the event. The organisers of Melksham Food & Drink Festival also recognise the important contribution our project can make, to the market, demonstrations and community involvement in the week. If our application is successful and we are able to proceed we will look to involve Canberra Youth Centre, Queensway Children's Centre, The Manor School, Rowley Place, Queensway Chapel and the police. Hopefully everyone will benefit from the project - whether it is people who attend the event and learn about gardening, herbs and their uses; residents who come to have their say in improving their community; or people who do not attend but enjoy more attractive surroundings and/or make use of the herb garden in their own cookery. We will know the project has made a difference if the herb garden gets established and is used by local residents; if we are able to find extra volunteers to get involved in the wider community garden project and/or our TARA; and if relationships between younger and older residents in the area improve.

4 – Relationship between your project and Wiltshire Council priorities. Which of the following statements apply to the project/service your hope to provide? Please tick as many as you think apply.

The project will:	
Engage with local people to find out their priorities and work with them to deliver solutions	<input checked="" type="checkbox"/>
Increase number of local people involved in regular volunteering	<input checked="" type="checkbox"/>
Increase the number of affordable homes	<input type="checkbox"/>
Improve access to services for people with dementia	<input type="checkbox"/>
Improve access to primary care services for people with learning disabilities	<input type="checkbox"/>
Encourage people to make lifestyle changes that will have a positive impact on the health of both themselves and their family	<input checked="" type="checkbox"/>
Improve adult participation in sport	<input type="checkbox"/>
Improve young people's participation in positive activities	<input checked="" type="checkbox"/>
Improve business productivity through innovation e.g. provide business with specific information, knowledge events and other support	<input type="checkbox"/>
Increase the number of people who feel safe in their community	<input type="checkbox"/>
Improve local area through intergenerational activities such as street clean ups and community events	<input checked="" type="checkbox"/>
Reduce perceptions of antisocial behaviour	<input checked="" type="checkbox"/>
Reduce deaths through accidents	<input type="checkbox"/>
Increase uptake of energy efficiency and renewable energy measures	<input type="checkbox"/>
Increase levels of recycling and re-using household waste especially amongst those people who currently do not recycle	<input type="checkbox"/>
Increase awareness of climate change adaptation, leading to action taken by individuals, communities and businesses	<input checked="" type="checkbox"/>
Reduce carbon emissions from transport through development, sustainable transport, traffic management and new technology	<input type="checkbox"/>
Improve local biodiversity	<input checked="" type="checkbox"/>

THE FOLLOWING INFORMATION MUST BE PROVIDED, FAILURE TO DO SO WILL RESULT IN THE APPLICATION BEING REJECTED

5 – Information relating to your last annual accounts (if applicable)

Year Ending: 08/09	Month: Mar	Year: 2009
Total Income:	£350	
Minus Total Expenditure:	£178.10	
Surplus/Deficit for year:	£171.90	
Reserves held:	£480.52	

6 - 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	
Gazebo	£140			£
Flower pots	£150			£
Paint, sealer, brushes and cover	£120			£
Laminated posters and banner	£150			£
Seeds, compost, labels and tray	£80			£
Basic refreshments	£40			£
Plants/materials for herb garden	£300			£
	£			£
	£			£
	£			£
	£			£
TOTAL PROJECT EXPENDITURE	£980	TOTAL PROJECT INCOME		£

Total Project Income B	£0
Total Project Expenditure A	£980
Project Shortfall A - B	£980
Award sought from Wiltshire Council Area Board	£980
Is your organisation able to claim VAT?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>

7 – Management

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

People Over 50 years	Male 2	Female 4
People Under 25 years	Male 0	Female 0
Disabled People	Male 1	Female 0
Black & Minority Ethnic people	Male 0	Female 0

8 – Supporting Information – Please enclose the following documentation

Enclosed (please tick)

- Latest inspected/audited accounts or Annual Report
- Income & expenditure budget for current financial year
- Project budget (if applicable)
- Terms of Reference/Constitution/Group Rules

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.

9 – Equal Opportunities – To assist us with our equalities monitoring please indicate whether your application is specifically targeted at people within one or more of the six equality strands. You may tick yes for more than one category e.g. if your project is for ethnic minority senior citizens.

Please note that by answering NO to any of the following questions WILL NOT PREJUDICE your application.

a) Is your project targeted towards, or of particular relevance to, people of a specific age?

Yes No If 'Yes' please tick... Under 25's Over 50's

b) Is your project targeted towards, or of particular relevance to, people with disabilities (physical or mental/emotional)?

Yes No

c) Is your project targeted towards, or of particular relevance to, people of a specific gender?

Yes No If 'Yes' please tick.... Male Female

d) Is your project targeted towards, or of particular relevance to, people of a specific sexuality?

Yes No If 'Yes' please tick.... Gay Lesbian Bisexual

e) Is your project targeted towards, or of particular relevance to, people from a specific ethnic background?

Yes No If 'Yes', indicate the ethnic background of the people who will benefit from your project.

White British Irish Other **Mixed** Mixed ethnic background

Asian or Asian British Indian Pakistani Bangladeshi Other Asian

Black or Black British Caribbean African Other Black

Chinese or other ethnic group Chinese Other ethnic group

f) Is your project targeted towards, or of particular relevance to, people from a specific religion or faith?

(e.g. a Muslim women's sports club, which encourages active participation, rather than promoting religious beliefs)

Yes No If 'Yes' please specify

10 – Declaration (on behalf of organisation or group) – I confirm that.....

Accounts and quotes where appropriate are enclosed.

A copy of our constitution or terms of reference are enclosed.

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 or printed material.

I give permission for press and media coverage by Wiltshire Council in relation to this project.

Name:

Position in organisation:

Date: 18/02/2010

Please return your completed application to the appropriate Area Board Locality Team (see pages 9-10)