



## 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			
<b>Name of organisation</b>	Ssrum Counselling		
<b>Contact name</b>			
<b>Contact address</b>			
<b>Contact number</b>	<table style="width: 100%; border: none;"> <tr> <td style="border: none; width: 80%;"></td> <td style="border: none; text-align: center; width: 20%;"><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>Project Title/Name</b>	Bursary Scheme to Provide Counselling for Clients on Limited Means		
<b>What is your project about and what does it aim to achieve?</b>  <i>Important: This section is limited to 600 characters only (inclusive of spaces).</i>	Sarum Counselling , a charity working in Salisbury since 1997is a group of 11 fully qualified, accredited, experienced counsellors offering a broad range of counselling tocouples/individuals from 16 years of age upwards. The aim of our project is to provide reduced fee and subsidised counselling for those on limited means. We raise funds ourselves and from grant awarding organisations for the bursary fund, pay 15% of our fees on work back into Sarum Counselling , donate£15 per session in kind(reducing our fee)&reduce fees for needy. clients not qualifying for a bursary		
<b>In which community area does your project take place? (Please give name – see section 3 of the grants pack)</b>	Salisbury		
<b>I/we have discussed our project with the town/parish council?</b>	Yes <input type="checkbox"/> Date                      No <input checked="" type="checkbox"/>		
<b>I/we have discussed our project with our Wiltshire councillor?</b>	Yes <input type="checkbox"/> Date                      No <input checked="" type="checkbox"/>		

<b>Where will your project take place?</b>	At various locations in Salisbury
<b>When will your project take place?</b>	November 2011 - November 2012
<b>How did you discover there was a need for your project (please provide evidence) and how will your project benefit your local community?</b>  <b>Important: Please do not type/write in paragraphs – This section is limited to 1000 characters only (inclusive of spaces)</b>	<p>With 14years experience of working with clients in Salisbury,we know there is a need for a charitable counselling service. Approximately10% of Salisbury's population receives benefits and many others are on low incomes so counselling fees would be beyond their means. Counselling is officially recognised as an effective way of resolving many forms of distress enabling people to live more resourceful and fulfilling lives. This in turn not only benefits the clients but the local community &amp; society as a whole. People recently helped by the bursary fund are :- single mother on benefits,male out of work on incapacity benefit,heavy debt &amp; marriage in crisis,young male never worked - wanting to change his life,unemployed parents of 5 children - marriage in crisis. Those on limited means who want to help themselves should have equal access tothis vital resource.l</p>
<b>How many people will benefit from your project?</b>	16 X 10 sessions each
<b>How does your project demonstrate a direct link to the local community plan for your area?</b> <a href="http://www.wiltshire.gov.uk/areboards">www.wiltshire.gov.uk/areboards</a>  <b>Please provide a reference/page no.</b>	Provide counselling without financial discrimination. Support people to help themselves. Help people to resolve family&mental health problems  5&9
<b>To be completed ONLY where town/parish councils are making an application</b>	
<b>Is your project one which parish/town councils have powers to raise local taxes to fund?</b>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
<b>Could your project be funded from your reserves?</b>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
<b>Is your project urgent (having to be completed in this financial year? If you answer YES please provide evidence elsewhere on the application form</b>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
<b>Any other information about your project.</b> Our service complements the NHS, offering a wider variety of counselling approaches tailored to individual needs and we offer immediate access without waiting lists. We have a good relationship with GPs and plan to work with other charitable organisations, so making our subsidised counsellingmore accessible to those in need.	

### 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" value="2"/>	Female	<input type="text" value="11"/>
25 – 50 years	Male	<input type="text" value="1"/>	Female	<input type="text" value="2"/>
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?

Yes. We have an active fundraising team, motivated to continue seeking funding from grant-making organisations & to raise money ourselves. Counsellors contribute 15% of their fee

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?

At the end of counselling, clients are asked to complete an evaluation form. Information from these forms is collated and shows what benefits the client has experienced from the counselling for themselves ie back at work, resolution of relationship/family problems. This will show benefits to individuals and those around them ie family, work & the community.

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

Yes

Date

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
Cathedral Giving Committee		£356
Mrs Tyndall Trust	£500	£500
Waitrose Green Disc		£372
Grassroots	£550	£550

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: 2011	Month: March	Year: 2011
A - Total income:	£6349	
B - Minus total expenditure:	£6556	
Surplus/deficit for year: (A minus B)	£207 deficit	
Free reserves currently held:	£5508	

**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	
Bursary for 16 clients	£6,400	Own fundraising/reserves	C	£1,400
	£			£
	£	Parish/town council		£
	£			£
	£	Trusts/foundations		£
	£			£
	£	In kind	C	£2400
	£			£
	£	Other	C	£1,600
	£			£
	£			£
	£			£
<b>Total Project Expenditure</b>	<b>£6,400</b>	<b>Total Project Income</b>		<b>£5,400</b>

<b>Total project income B</b>	<b>£5,400</b>
<b>Total project expenditure A</b>	<b>£6,400</b>
<b>Project shortfall A – B</b>	<b>£1,000</b>
<b>Grant sought from Wiltshire Council Area Board</b>	<b>£1000</b>
<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 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

**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:** 5 Oct 2011

**Position in organisation:** Vice Chair/Fundraiser

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