



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 | Lions Club of Devizes | | |
| 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 Community service club | | |

2. Your project

| | | | |
|---|---|-------------|--|
| Project Title/Name | Lions Club of Devizes - Sports Coaching Weekend | | |
| What is your project about and what does it aim to achieve? <i>Important: This section is limited to 600 characters only (inclusive of spaces).</i> | Children from Devizes and surrounding villages are invited to take part in taster sessions of one of about 17 sports with appropriate equipment and qualified instructors. We hire venues and instructors and complete all administration before and during the weekend. The offer is open to all children in school year groups 4 to 8 in the Devizes area and surrounding villages. We charge nominal fees and expect between 400 and 500 children to participate. The aim is to benefit the community as explained below | | |
| In which community area does your project take place? (Please give name – see section 3 of the grants pack) | Devizes | | |
| I/we have discussed our project with the town/parish council? | Yes <input type="checkbox"/> | Date | No <input checked="" type="checkbox"/> |
| I/we have discussed our project with our Wiltshire councillor? | Yes <input type="checkbox"/> | Date | No <input checked="" type="checkbox"/> |

| | |
|---|---|
| Where will your project take place? | Devizes/Dauntsey's/Mill Schools; Braeside; local golf/judo/riding clubs, Calne pool |
| When will your project take place? | 31 March/1 April 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 1000 characters only (inclusive of spaces)</i> | The need for this event is borne out by continuing demand from parents and children of Devizes and surrounding villages for 24 years. Thousands have benefited. There is no similar event in the Area. We have always had the support of local head teachers and sports instructors who recognising the unique opportunity that the children are given. The Community benefits from the development of the young people who will have enjoyed new challenges, found new healthy activities, gained in confidence in fresh environments and learned to mix in new social groups. By charging only a nominal amount, we engender commitment and yet keep within the reach of the less well-off families. Children with disabilities are accepted where coaches agree. As ever, the Club members give their time freely. |
| How many people will benefit from your project? | 400 to 500 children, maybe more |
| 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. | By: A. helping to offering leisure and sports to be enjoyed by people of all ages B. ... improving ... sporting ... facilities.... accessible to all A. Objective p1 and B. Area Plan p3 |
| 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. | |

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="39"/> | Female | <input type="text" value="0"/> |
| 25 – 50 years | Male | <input type="text" value="5"/> | Female | <input type="text" value="0"/> |
| Under 25 years | Male | <input type="text" value="0"/> | Female | <input type="text" value="0"/> |
| Disabled People | Male | <input type="text" value="0"/> | Female | <input type="text" value="0"/> |
| Black and Minority Ethnic people | Male | <input type="text" value="0"/> | Female | <input type="text" value="0"/> |

If your project is intended to continue after the Wiltshire Council funding runs out, how will you continue to fund it?

There is no reason to think that Sports Coaching Weekend will not continue annually, funded primarily from the Club's welfare funds (raised from local fund-raising activities) and offset by any grants/sponsorship available at the time.

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?

By receiving verbal feedback and letters of appreciation, and by children returning in subsequent years and often taking up the sports they experience. By each year receiving support from school staff, who encourage children to take part, allow Club members to brief classes, distribute application forms to every eligible child and then collect completed forms for return to the Lions.

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

The Community Foundation

£2000

Nil

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: June | Year: 2011 |
| A - Total income: | £51163 | |
| B - Minus total expenditure: | £51757 | |
| Surplus/deficit for year: (A minus B) | £-595 | |
| Free reserves currently held: | £1956 @ 30 Nov 11 | |

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 | |
| Hire of sports instructors, kit | £3,500 | Own fundraising/reserves | | £1,400 |
| Hire of venues and staff | £2,110 | | | £ |
| Misc admin costs | £260 | Parish/town council | | £ |
| | £ | | | £ |
| | £ | Trusts/foundations | | £ |
| | £ | | | £ |
| | £ | In kind | | £ |
| | £ | | | £ |
| | £ | Other | | £ |
| | £ | Contribution by participants | P | £2,470 |
| | £ | | | £ |
| | £ | | | £ |
| Total Project Expenditure | £5,870 | Total Project Income | | £3,870 |

| | |
|---|---------------|
| Total project income B | £3,870 |
| Total project expenditure A | £5,870 |
| Project shortfall A – B | £2,000 |
| Grant sought from Wiltshire Council Area Board | £2,000 |
| Bank Details | |
| Please give the name of the organisations' bank account e.g. Barclays | |
| Please give the title name of the organisations' bank account e.g. current | |

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: 23/12/2011

Position in organisation:

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