



## 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	Chippenham Partnership of Schools		
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 Informal partnership of schools		

### 2. Your project

Project Title/Name	Chippenham Games		
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>	The 'Chippenham Games' will commence on June 25th; a week-long sporting event at Stanley Park and offered in partnership with Chippenham Town Council. In the run-up to that event, the schools and the Town Council are planning a Cultural Olympiad involving all primary-aged children in the community area, culminating in an Olympic-inspired Arts Trail around Chippenham launched on May 23 and running throughout the summer 2012. The Cultural Olympiad will be led by the Education Team at the Museum & Heritage Centre, the sporting events by the School Sports Coordinators at the 3 secondary schools.		
In which community area does your project take place? (Please give name – see section 3 of the grants pack)	Chippenham		
I/we have discussed our project with the town/parish council?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	Date October 2012	
I/we have discussed our project with our Wiltshire councillor?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	Date December 2012	

<b>Where will your project take place?</b>	Every primary school, Stanley Park, the town and surrounding area.
<b>When will your project take place?</b>	March - July 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>  <i>Important: Please do not type/write in paragraphs – This section is limited to 1000 characters only (inclusive of spaces)</i>	In June 2011, Chippenham Town Council and the schools met to discuss opportunities for working together. Both parties agreed that London 2012 was an opportunity for joint working to extend experiences beyond the curriculum and for every child in Chippenham to be involved in a commemorative event. In order to ensure that each child has experience of 'Olympism', both sporting and cultural activities are planned. All schools have been receptive to the ideas, as indicated Area Heads meetings. The fact that an arts trail is planned as a result means that each member of the community will have access to a broad, multi-media arts project in the town. Like the WOW! Gorillas project in 2011, this project will bring members of the public into the town centre, into civic buildings and spaces and into local shops and businesses. It is one way the community of Chippenham can engage with London 2012 and will be a lasting legacy for the town, villages and schools.
<b>How many people will benefit from your project?</b>	5000 directly plus wider community
<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>  Please provide a reference/page no.	By increasing the support for community facilities and events, and to encourage a range of cultural opportunities for residents and visitors.  Section 8, pg 29.
<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 type="checkbox"/>
<b>Could your project be funded from your reserves?</b>	Yes <input type="checkbox"/> No <input 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 type="checkbox"/>
<b>Any other information about your project.</b> Arts projects are anticipated to be wide-ranging with schools encouraged to think about their project in relation to others - in order for the arts trail to be varied and stimulating for the visitor. As such, it is hoped that some film and music may be able to be played in the Museum and Heritage Centre with other pieces being displayed in public spaces and buildings in the community area.	

### 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="1"/>	Female	<input type="text" value="10"/>
25 – 50 years	Male	<input type="text" value="4"/>	Female	<input type="text" value="6"/>
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?

No

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?

Numbers of children who participated, number of visitors to Museum and Heritage Centre and others sites, press coverage, demand for more projects. Feedback sheets in key locations and at exhibition sites.

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

Yes

Date

3 Jan 2012

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
Moto in the Community	£1400	£686
Chippenham Borough Lands	£3700	
Wavin Ltd	£3000	£3000
Haine and Smith	£300	£300

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: N/A	Month:	Year:
A - Total income:	£N/A	
B - Minus total expenditure:	£	
Surplus/deficit for year: (A minus B)	£	
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	
Art sessions 18 schools	£5,400	Own fundraising/reserves		£
T-shirt design and certificates	£3,000	Schools	C	£5,400
Programme design and print	£657	Parish/town council		£
Coaching and equipment	£2,500	Facilities and staffing	C	£6,000
Transport	£3,200	Trusts/foundations		£
Facilities and staffing	£6,000	CBL	P	£3,700
Medals	£700	In kind	C	£
Planning and administration	£800	Schools		£800
Country flags	£254	Other		£
	£	Wavin	C	£3,000
	£	Haine and Smith - flags	C	£300
	£	Moto	P	£686
<b>Total Project Expenditure</b>	<b>£22,511</b>	<b>Total Project Income</b>		<b>£19,886</b>

<b>Total project income B</b>	<b>£19,886</b>
<b>Total project expenditure A</b>	<b>£22,511</b>
<b>Project shortfall A – B</b>	<b>£2,625</b>
<b>Grant sought from Wiltshire Council Area Board</b>	<b>£2,625</b>
<b>Bank Details</b>	
<b>Please give the name of the organisations' bank account e.g. Barclays</b>	HSBC
<b>Please give the title name of the organisations' bank account e.g. current</b>	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:** 05/01/2012

**Position in organisation:**

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