



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 | 10 th Chippenham Guides | | |
| 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 | | |

2. Your project

| | | | |
|--|--|------------------------|-----------------------------|
| Project Title/Name | Camping equipment | | |
| What is your project about and what does it aim to achieve? | To be able to take the girls camping, to experience the outdoors and try new activities, we need to purchase camping equipment to enable us to do this. Part of the Girlguiding programme is about working in groups, experiencing the out of doors and learning skills invaluable for life. | | |
| <i>Important: This section is limited to 600 characters only (inclusive of spaces).</i> | | | |
| In which community area does your project take place? (Please give name – see section 3 of the grants pack) | Chippenham area board | | |
| I/we have discussed our project with the town/parish council? | Yes <input checked="" type="checkbox"/> | Date 10/01/2011 | No <input type="checkbox"/> |
| I/we have discussed our project with our Wiltshire councillor? | Yes <input type="checkbox"/> | Date | No <input type="checkbox"/> |

| | |
|--|--|
| Where will your project take place? | Foxlease camp site, Lyndhurst |
| When will your project take place? | June 2012 |
| How did you discover there was a need for your project (<i>please provide evidence</i>) 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> | All Guide units in the Chippenham area were full, and we had a waiting list of about 80 girls, with about 20 of them due to start in the next year, who wouldn't have been able to join without the new unit being set up. |
| How many people will benefit from your project? | 15 girls now, with up to 24 each year |
| How does your project demonstrate a direct link to the local community plan for your area? www.wiltshire.gov.uk/areboards Please provide a reference/page no. | |
| 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? <i>If you answer YES please provide evidence elsewhere on the application form</i>) | Yes <input type="checkbox"/> No <input type="checkbox"/> |
| Any other information about your project. 10 th Chippenham Guide unit started in September with 9 girls age 10 to 14 years. There are another 6 due to start after Easter with another 10 on the waiting list for September 2012. Without this new unit, most of those girls would not have been able to join . This gives the girls something to do, hopefully keeping them off the streets, whilst they get the chance of learning new skills, helping in the community, making their own decisions, and trying out different things in an all female non-threatening place. We need to purchase new camping equipment to be able to take them away so they can experience the out of doors, in safe spaces. They can try out new activities, learn how to look after themselves and learn new skills such as cooking. They get the chance of learning about the environment and the wildlife, and get to explore new places. | |

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"/> | Female | <input type="text"/> |
| 25 – 50 years | Male | <input type="text"/> | Female | <input type="text" value="3"/> |
| 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?

The unit will be funded by termly subs

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?

Girls who have been in Guiding have lots of life skills, including working as a group and making decisions, as well as having the chance to try out new things in a non-threatening place. These all help them through life.

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

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: | Year: |
| A - Total income: | £668.53 | |
| B - Minus total expenditure: | £433.68 | |
| Surplus/deficit for year: (A minus B) | £234.85 | |
| Free reserves currently held: | £0 | |

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 | |
| Icarus 4 man tent x 2 | £250 | Own fundraising/reserves | | £0 |
| Oklahoma cooking tent | £250 | | | £ |
| Plastic patrol cooking boxes | £27 | Parish/town council | | £0 |
| Outdoor 1 st aid kit | £14 | | | £ |
| eco light | £22 | Trusts/foundations | | £0 |
| tables x 2 | £48 | | | £ |
| fire extinguisher18 | £18 | In kind | | £0 |
| cooking equipment | £200 | | | £ |
| neckers for camp and outings | £106 | Other | | £0 |
| | £ | | | £ |
| | £ | | | £ |
| | £ | | | £ |
| Total Project Expenditure | £935 | Total Project Income | | £0 |

| | |
|---|------------------------------------|
| Total project income B | £0 |
| Total project expenditure A | £935 |
| Project shortfall A – B | £935 |
| Grant sought from Wiltshire Council Area Board | £935 |
| Bank Details | |
| Please give the name of the organisations' bank account e.g. Barclays | Lloyds |
| Please give the title name of the organisations' bank account e.g. current | 10 th Chippenham Guides |

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: 19/01/2012

Position in organisation:

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