

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	Warminster Town Council Events 2012		
Contact name			
Contact address			
Contact number		e-mail	
Organisation type	Not for profit organisation <input type="checkbox"/> Parish/town council <input checked="" type="checkbox"/>		
	Other, please specify		

2. Your project

Project Title/Name	Events 2012 - Queens Diamond Jubilee		
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 Town Council has set aside a team of people including local groups and the Armed Forces to produce a two-day event during the Jubilee Holiday Weekend for the public to attend without entrance fee costs. The events have been organised to include as many age groups as possible so that all residents in the Community Area can celebrate in some way. Sunday 3 June a Picnic in the Park has been arranged followed by evening entertainment at the Civic Centre. Monday 4 June we would like to arrange a fireworks event which will replace the lighting of a beacon.		
In which community area does your project take place? (Please give name – see section 3 of the grants pack)	Warminster		
I/we have discussed our project with the town/parish council?	Yes <input checked="" type="checkbox"/>	Date	No <input type="checkbox"/>
I/we have discussed our project with our Wiltshire councillor?	Yes <input checked="" type="checkbox"/>	Date	No <input type="checkbox"/>

Where will your project take place?	MoD land adjacent to the Warminster Garrison with public access and parking.
When will your project take place?	Monday 4 th 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>	<p>Discussions with the Events 2012 working group made up of many local organisations and the Armed Forces, identified a desire to offer a wide programme of events to celebrate the Diamond Jubilee and provide free or little cost entertainment to the Community Area. A celebratory day on 3rd June has been arranged accordingly.</p> <p>A desire was also expressed to light a beacon on 4th June as part of the national beacon lighting event. Attempts to secure a suitable site failed so the option of holding a firework display with a bonfire has been suggested as an alternative.</p> <p>It is felt that these two days of celebration will be a fitting tribute and one in which the whole community has an opportunity to take part.</p>
How many people will benefit from your project?	The whole Community Area.
How does your project demonstrate a direct link to the local community plan for your area? www.wiltshire.gov.uk/areaboard Please provide a reference/page no.	<p>Increased participation by the Army in the Community Co-ordination of activities Support Parishes in their wishes for leisure activities</p> <p>10,15, & 16</p>
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 checked="" type="checkbox"/> No <input type="checkbox"/>
Could your project be funded from your reserves?	Yes <input checked="" 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 checked="" type="checkbox"/>

Any other information about your project.

Warminster Town Council has set aside the sum of £10,000 towards Events 2012. Invited groups within the town have come together to plan and provide free celebrations for the Queen's Diamond Jubilee. This will involve a Picnic in the Park on Sunday 3rd June and a fireworks display on the 4th June.

We are asking for support to cover the £3,500 required to pay for fireworks on the MoD site situated next to the Army Garrison. The Army arrange and manage a firework display every November which is popular. There is ample space, parking and the ground is suitable for an event of this size. The army and the town could not come up with a suitable safe site for the lighting of a beacon and this is a substitute event to enable the town to celebrate the jubilee fully.

The Armed Forces will provide the manpower and equipment to house the Firework display if the Fireworks themselves can be funded. The Area Board is being asked to provide grant funding.

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="8"/>
25 – 50 years	Male	<input type="text" value="3"/>	Female	<input type="text" value="4"/>
Under 25 years	Male	<input type="text" value="1"/>	Female	<input type="text"/>
Disabled People	Male	<input type="text"/>	Female	<input type="text" value="1"/>
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?
N/A

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?
Attendance

Have you contacted Charities Information Bureau for help with your application/ to seek other funding?	Yes <input type="checkbox"/> Date No <input checked="" type="checkbox"/>		
To whom have you applied for funding for this project (other than Wiltshire Council)? <i>Please list with amount applied for and whether you have been successful</i>	Name of Funder	Amount Applied For	Amount Received
	Warminster Town Council	10,000	10,000
	Armed Forces	Services	Services
	Warminster Community Radio	Organisers	Organisers

<p>Have you or do you intend to apply for a grant from another area board within this financial year?</p> <p><i>If yes, please state which one(s).</i></p>	<p>Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p>
<p>Are you in receipt or anticipating other funding from other Wiltshire Council departments for this project?</p>	<p>Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p>

4. Information relating to your last annual accounts (if applicable)		
Year ending:	Month:	Year:
A - Total income:	£	
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	
Fireworks	£3,500	Own fundraising/reserves		£
Marquees	£1,300			£
Entertainers	£1,010	Parish/town council	x	£10,000
Ice cream bike	£120			£
Bunting, medals and crowns	£350	Trusts/foundations		£
Electrics	£525			£
Organisers' costs	£1,000	In kind		£
Publicity for all 2012 events	£3,000			£
Music Festival in local pubs	£1,000	Other		£
Jubilee evening events x 2	£1,200			£
Street Decorations	£500			£
	£			£
Total Project Expenditure	£13,505	Total Project Income		£10,000
Total project income B		£10,000		
Total project expenditure A		£13,505		
Project shortfall A – B		£3,500		
Grant sought from Wiltshire Council Area Board		£3,500		
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: 20/01/2012

Position in organisation:

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