

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	HEYTESTBURY, IMXR AND KNOOK DIAMOND JUBILEE GROUP		
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	DIAMOND JUBILEE CELEBRATIONS
What is your project about and what does it aim to achieve? <i>Important: This section is limited to 800 characters only (inclusive of spaces).</i>	THE PROJECT WILL PROMOTE COMMUNITY SPIRIT BY BRINGING TOGETHER ALL AGE GROUPS TO ENJOY A STREET PARTY CELEBRATING THE QUEEN'S 60 YEAR REIGN BY JOINING IN THE NATIONAL "BIG LUNCH" SCHEME.

In which community area does your project take place? (Please give name - see section 3 of the grants pack)	WARMINS TER	
I/we have discussed our project with the town/parish council?	Yes <input checked="" type="checkbox"/>	Date STARTED OCT 2011 No <input type="checkbox"/>
I/we have discussed our project with our Wiltshire councillor?	Yes <input checked="" type="checkbox"/>	Date EMAIL SENT 25 th JAN No <input type="checkbox"/>

Where will your project take place?	HIGH STREET, HEYTESBURY	
When will your project take place?	SUNDAY 3RD JUNE 2012	
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 1200 characters only (inclusive of spaces)</i>	A PUBLIC MEETING WAS HELD IN SEPT 2011, OVER 40 RESIDENTS TURNED OUT AND EXPRESSED AN INTEREST IN HOLDING A STREET PARTY. FOR THE WHOLE PARISH OF HEYTESBURY, KNOOK AND TYTHERINGTON, THIS WILL BENEFIT THE YOUNG AND OLD BY BRINGING PEOPLE TOGETHER WHO WOULD NOT NORMALLY MEET.	
How many people will benefit from your project?	APPROX 300	
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.	WCVF PAGE 6 PEOPLE IN THE VILLAGES VALUE COMMUNITY SPIRIT.	
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.		

4. Information relating to your last annual accounts (if applicable) N/A		
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	£
PA SYSTEM	201.75	Own fundraising/reserves		300
500 x LEAFLET A4 (MAR)	70			
500 x LEAFLET A4 (APR)	70	Parish/town council		
500 x LEAFLET A4 (MAY)	70			
HELIUM BALLOONS x200	135	Trusts/foundations		
INCLUDING GAS HIRE				
TEAS, COFFEE, SOFT DRINKS	75	In kind		
PAPER PLATES, CUTLERY+	20			
BLACK BIN BAGS		Other		50
Total Project Expenditure	641.75	Total Project Income		
Total project income B		£ 350		
Total project expenditure A		£ 641.75		
Project shortfall A – B		£ 291.75		
Grant sought from Wiltshire Council Area Board		£ 291.75		
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				

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="3"/>	Female	<input type="text"/>
25 – 50 years	Male	<input type="text" value="1"/>	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?
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?

BY THE NUMBER OF PEOPLE WISHING TO HELP WITH DONATING FOOD AND THEIR TIME IN ORGANISING THE DAY BY TALKING TO PEOPLE AFTER THE EVENT

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)?

NONE

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

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:

Position in organisation:

Date:

7 Feb 2012

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

