



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	St Andrew's PCC		
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	Resources for SCAMPS (Mums and infants group)		
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>	Improving the facilities for formal and informal use by the Community and especially for our young mums and infants group and also our older aged 'Afternoon teas' group - two areas in need of developing within the community and whose members enjoy the social interaction and feeling of familiarity and security within the building. We plan to provide new modern, hygienic tables and mugs for the mums. We need to purchase a variety of craft resources for play and to develop the young infants and boxes to store resource materials in.		
In which community area does your project take place? (Please give name – see section 3 of the grants pack)	Tidworth		
I/we have discussed our project with the town/parish council?	Yes <input checked="" type="checkbox"/>	Date 1/3/12	No <input type="checkbox"/>
I/we have discussed our project with our Wiltshire councillor?	Yes <input checked="" type="checkbox"/>	Date 31/1/12	No <input type="checkbox"/>

Where will your project take place?	St Andrew's Church
When will your project take place?	As soon as funds are available
<p>How did you discover there was a need for your project (please provide evidence) and how will your project benefit your local community?</p> <p><i>Important: Please do not type/write in paragraphs – This section is limited to 1000 characters only (inclusive of spaces)</i></p>	<p>The tables used presently are incredibly old and in desperate need of replacement for community use - small community groups and larger concerts are held regularly. The young mums and infants group is growing and there is a need of facilities to stimulate them - suitable height tables for little ones to use and resources to create and make crafts, learn about different textures. The mums have asked for mugs for hot drinks as they are suitable for dealing with little ones. The young mums group is growing in numbers - we used to have two or three and now we have eight or nine regularly and possibly more to come. At the same time the Afternoon Tea group is growing and at a recent meeting with a speaker from Lion Shelterbox appeal attracted quite a number and raised £180 for the appeal. We organise concerts during the year which are proving more and more popular and we need to ensure that resources used at such events are suitably clean and tidy.</p>
How many people will benefit from your project?	Between 30 and 50.
<p>How does your project demonstrate a direct link to the local community plan for your area?</p> <p>www.wiltshire.gov.uk/areboards</p> <p>Please provide a reference/page no.</p>	<p>Culture & Leisure Community involvement and wellbeing</p> <p>3 & 4</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 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"/>
<p>Any other information about your project.</p> <p>All costings have been derived by comparing manufacturers websites. Figures for Annual Accounts below are for the church and PCC as a whole and not just for the mother and toddler group etc. Currently the PCC is running a deficit budget due to increase costs for building maintenance, general running costs, clergy etc. The toddler group runs independently of other church activities and serves the community at large. Members makes small voluntary donations each fortnight and the church contributes to power, light and heat.</p>	

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" value="2"/>
25 – 50 years	Male	<input type="text"/>	Female	<input type="text" value="2"/>
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?

Own revenue funds

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?

More members of young and older groups who regularly make community use of the church and by attendees at the various community activities run by the church.

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

Collingbourne Ducis PC

£100

Not yet decided

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: December	Year: 2011
A - Total income:	£25939.42	
B - Minus total expenditure:	£29553.35	
Surplus/deficit for year: (A minus B)	£-3613.93	
Free reserves currently held:	£17816.29	

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	
2 x Gopak folding tables	£204	Own fundraising/reserves		£
2 x child Gopak folding table	£149			£
4 x Concordia stacking chair	£136	Parish/town council	P	£100
5 x storage boxes with lids	£83			£
24 mugs	£48	Trusts/foundations		£
Craft Resources	£50			£
	£	In kind		£
	£			£
	£	Other		£
	£			£
	£			£
	£			£
Total Project Expenditure	£670	Total Project Income		£100

Total project income B	£100
Total project expenditure A	£670
Project shortfall A – B	£570
Grant sought from Wiltshire Council Area Board	£570
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: 14/02/2012

Position in organisation:

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