



## 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			
<b>Name of organisation</b>	Baydon Young Peoples Association		
<b>Contact name</b>			
<b>Contact address</b>			
<b>Contact number</b>	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 70%;"></td> <td style="width: 30%; text-align: center;"><b>e-mail</b></td> </tr> </table>		<b>e-mail</b>
	<b>e-mail</b>		
<b>Organisation type</b>	Not for profit organisation <input checked="" type="checkbox"/> Parish/town council <input type="checkbox"/>  Other, please specify		
2. Your project			
<b>Project Title/Name</b>	Baydon Facilities Fit for the 21 <sup>st</sup> Century		
<b>What is your project about and what does it aim to achieve?</b>  <i>Important: This section is limited to 600 characters only (inclusive of spaces).</i>	Our project is to encourage the villagers of Baydon, especially young people to use the BYPA Hall more frequently and to develop the number of clubs and activities available. To do this we need to create a Hall that is fit for purpose, harnessing the technology available to create an environmentally sustainable building. This will allow us to offer an affordable facility in Baydon and will encourage new clubs to start up and flourish. The replacement of existing single glazed windows and doors with double glazing will instantly make the Hall easier to heat and more economical to run.		
<b>In which community area does your project take place? (Please give name – see section 3 of the grants pack)</b>	Marlborough Area board - Northern Locality		
<b>I/we have discussed our project with the town/parish council?</b>	Yes <input checked="" type="checkbox"/> Date 08.02.12                      No <input type="checkbox"/>		
<b>I/we have discussed our project with our Wiltshire councillor?</b>	Yes <input checked="" type="checkbox"/> Date 11.02.12                      No <input type="checkbox"/>		

Where will your project take place?	BYPA Hall, Baydon
When will your project take place?	Between April and August 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 1000 characters only (inclusive of spaces)</i>	The BYPA Hall has not been upgraded since the village raised the funds to build it over 25 years ago . The current windows are metal frame and single glass pane construction, which makes the Hall hard to heat adequately and expensive to run. The window panes directly above the wall heaters have both cracked due to the difference in heat needed internally and the cold outside. The entrance and fire exit doors are of wood construction and have deteriorated to the stage where there are gaps between some of the panels which create large draughts in the Hall. Some local group are no longer able to use the facility because it is not warm enough, which is a loss of activities to the village. It is also difficult to keep heating at an adequate level for existing users such as Preschool, Toddlers, Brownies and the Parish Council. The whole village will benefit from the replacement of windows and doors by having a facility warm enough to use and it will encourage new clubs to start up..
How many people will benefit from your project?	85 existing users up to 560 villagers
How does your project demonstrate a direct link to the local community plan for your area? <a href="http://www.wiltshire.gov.uk/areboards">www.wiltshire.gov.uk/areboards</a>  Please provide a reference/page no.	Key findings on the Marlborough Community Plan was the need for youth provision in village halls (pg21, 8.8 and pg23)  21 (8.8), 23

**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 checked="" type="checkbox"/>

**Any other information about your project.**

The BYPA Hall is completely run by volunteers and while targeted at making provision for young people in the village, is only retained for their use for 2 evenings per week, which gives plenty of capacity for other village groups to use it on weekday evening and at the weekend. In the Baydon Village Plan undertaken in 2009, 36% of respondents wanted to see improvements to the building and 35% of the respondents said they used the facility in some way. This makes it an important hub for the village and the need to improve it is listed as part of the village Action Plan. Having talked with all companies involved in quoting, we are keen to go ahead with Quote 3. While not the cheapest, it offers us the highest quality of heat retention though the specialist glazing used. We felt this company most understood our needs and was well established to deliver the project.

### 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" value="2"/>
25 – 50 years	Male	<input type="text" value="1"/>	Female	<input type="text" value="4"/>
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 BYPA Hall will be able to generate enough income through hire to maintain the facilities

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?

Evidence of impact will be collected by the BYPA Committee. We will retain current users such as Preschool, Brownies and Parish Council by providing adequate heating to run activities. Lost activities such as Yoga will start again along with new user groups. More provision will be made for other young people in the village. The running cost of the hall should decrease making it more sustainable.

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

Yes

Date

13.02.2012

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

Baydon Parish Council

£1900

tba

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: 2010	Month: December	Year: 2010
A - Total income:	£2796.00	
B - Minus total expenditure:	£3917.00	
Surplus/deficit for year: (A minus B)	£1121.00	
Free reserves currently held:	£3606	

**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	£
5 windows 1800mm x 1200mm	£	Own fundraising/reserves	c	£1,900
5 windows 600mm x 1200mm	£			£
1 window 1200mm x 1200mm	£	Parish/town council	p	£1,900
2 prs Doors 1600mm x 2100	£			£
fitted with panic bars	£	Trusts/foundations		£
High Security multi point locks	£			£
A Rated sealed units	£	In kind		£
Argon filled with Planitherm	£			£
10 year guarantee	£	Other		£
	£			£
	£			£
	£			£
<b>Total Project Expenditure</b>	<b>£7,582</b>	<b>Total Project Income</b>		<b>£3,800</b>

<b>Total project income B</b>	<b>£3,800</b>
<b>Total project expenditure A</b>	<b>£7,582</b>
<b>Project shortfall A – B</b>	<b>£3,782</b>
<b>Grant sought from Wiltshire Council Area Board</b>	<b>£3,782</b>
<b>Bank Details</b>	
<b>Please give the name of the organisations' bank account e.g. Barclays</b>	
<b>Please give the title name of the organisations' bank account e.g. current</b>	

**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:** 13/02/2012

**Position in organisation:** Chair

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