



## 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>	Laverstock & Ford Queen's Diamond Jubilee Committee		
<b>Contact name</b>			
<b>Contact address</b>			
<b>Contact number</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>	Laverstock & Ford Queen's Diamond Jubilee Celebration		
<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>	The Diamond Jubilee is an historic occasion. We aim to capture the imagination and participation of all our residents, their family and the local clubs and societies which help provide the heart beat of our diverse parish communities. We believe that this will provide the platform to encourage new memberships and involvement. We ask you to fund four 3m x 6m Gazebos with sides which will enable arts & crafts + Displays/Static Falconry and provide a lasting enabler for other community events.		
<b>In which community area does your project take place? (Please give name – see section 3 of the grants pack)</b>	Southern Area		
<b>I/we have discussed our project with the town/parish council?</b>	Yes <input checked="" type="checkbox"/>	<b>Date</b>	No <input type="checkbox"/>
<b>I/we have discussed our project with our Wiltshire councillor?</b>	Yes <input checked="" type="checkbox"/>	<b>Date</b>	No <input type="checkbox"/>

<b>Where will your project take place?</b>	The extensive grounds of Laverstock & Ford Sports Club with access to the Community Farm
<b>When will your project take place?</b>	Sunday 3 June 2012
<p><b>How did you discover there was a need for your project (please provide evidence) and how will your project benefit your local community?</b></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 Queen's Diamond Jubilee is of great national, historic, significance and the whole nation is encouraged to participate.</p> <p>Our own recent experience of similar but smaller events combined with the popularity of the community Farm and its open days, demonstrate the community capacity to celebrate and participate.</p>
<b>How many people will benefit from your project?</b>	Potentially 5000
<p><b>How does your project demonstrate a direct link to the local community plan for your area?</b></p> <p><a href="http://www.wiltshire.gov.uk/areaboards">www.wiltshire.gov.uk/areaboards</a></p> <p>Please provide a reference/page no.</p>	<p>L&amp;F Parish Plan Page 32 AIM – Develop a Community Spirit within and across the four different communities in the Parish</p> <p>Southern Area Board: Page 15</p>
<b>To be completed ONLY where town/parish councils are making an application</b>	
<b>Is your project one which parish/town councils have powers to raise local taxes to fund?</b>	Yes <input type="checkbox"/> No <input type="checkbox"/>
<b>Could your project be funded from your reserves?</b>	Yes <input type="checkbox"/> No <input type="checkbox"/>
<b>Is your project urgent (having to be completed in this financial year? If you answer YES please provide evidence elsewhere on the application form)</b>	Yes <input type="checkbox"/> No <input type="checkbox"/>

**Any other information about your project.**

The Parish Council are keen to support the organising committee and have allocated an enabling grant of £500 and appointed a Parish Councillor, Mr Houston, to directly liaise with and support us. He will regularly update the Parish Council.

The use of the Laverstock & Ford Sports Club grounds provides a large area of flat grassed land, together with a larger meadow land with river access. The Laverstock to Bishopdown Cycle/foot/bridleway offers links to other areas including the footpath link to the Community Farm, so providing a wider possibility for exposure of our ongoing village assets. Use of the club house facilities have also been made available.

We have also applied to L&F PC for another Gazebo which will also be retained as a lasting legacy and enabler for other community groups throughout the parish. Sports tournaments also take place and they would be ideal team rooms!

**3. Management**

**How many people are involved in the management of your group/organisation?**

Of these, how many are:

<b>Over 50 years</b>	<b>Male</b>	<input type="text" value="5"/>	<b>Female</b>	<input type="text" value="2"/>
<b>25 – 50 years</b>	<b>Male</b>	<input type="text"/>	<b>Female</b>	<input type="text"/>
<b>Under 25 years</b>	<b>Male</b>	<input type="text"/>	<b>Female</b>	<input type="text"/>
<b>Disabled People</b>	<b>Male</b>	<input type="text"/>	<b>Female</b>	<input type="text"/>
<b>Black and Minority Ethnic people</b>	<b>Male</b>	<input type="text"/>	<b>Female</b>	<input type="text"/>

**If your project is intended to continue after the Wiltshire Council funding runs out, how will you continue to fund it?**

Income generated can be used as a starter fund for further similar events, via this committee, or other local authorised organising committees.

**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?**

A sense of community is how the Parish Plan describes the aim. The organising committee are volunteers who combine time, effort and skills on behalf of the community. Already, ten local clubs and societies have committed to showcase themselves and others are joining. Add the eventual attendance and participation for the overt signs of success. The Gazebos are a lasting legacy/enabler.

**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
Laverstock & Ford Parish Council	£500	£500
Laverstock & Ford Parish Council	£367.20	

<p><b>Have you or do you intend to apply for a grant from another area board within this financial year?</b></p> <p><i>If yes, please state which one(s).</i></p>	<p>Yes <input type="checkbox"/></p>	<p>No <input checked="" type="checkbox"/></p>	
<p><b>Are you in receipt or anticipating other funding from other Wiltshire Council departments for this project?</b></p>	<p>Yes <input type="checkbox"/></p>	<p>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	
Falconry	£325	Own fundraising/reserves		£2,110
Bouncy Castles	£200	Car Boot		£75
Cakes/Ices/Barbecue	£320	Parish/town council	c	£500
Tombola/FancyDress/Competitions	£155	Tombola/Competitions		£200
Raffle Prizes	£650	Trusts/foundations		£
Event Promotion	£200			£
Licensing - Raffle/Bar etc	£60	In kind		£
Raffle Ticket Production	£250			£
PA/Music/Disco/Sundries	£600	Other		£
Ferret Racing/Face Paints	£125	Parish Council	p	£367
5 Heavy Duty Gazebos (20% Disc)	£1,845			£
	£			£
<b>Total Project Expenditure</b>	<b>£4,730</b>	<b>Total Project Income</b>		<b>£3,252</b>

<b>Total project income B</b>	<b>£3,252</b>
<b>Total project expenditure A</b>	<b>£4,730</b>
<b>Project shortfall A – B</b>	<b>£1,478</b>
<b>Grant sought from Wiltshire Council Area Board</b>	<b>£1478.55</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:** 8th March

**Position in organisation:** Secretary

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