



## 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>	Bratton Jubilee Hall Management 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 type="checkbox"/> Parish/town council <input type="checkbox"/> <b>Other, please specify</b> Hall Management Committee Reg Charity 238186		

### 2. Your project

<b>Project Title/Name</b>	Table replacement project		
<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 Jubilee Hall went through an extensive refurbishment and extension project in 2002. Since then the hall has become more widely used by groups and private hirings. The necessity for the upkeep of equipment is of paramount importance for the use of the Community. Existing tables are between 15-20 years old and becoming increasingly unsafe for use. Surfaces also very worn becoming unhygienic to use.		
<b>In which community area does your project take place? (Please give name – see section 3 of the grants pack)</b>	The village of Bratton in the Westbury Board area		
<b>I/we have discussed our project with the town/parish council?</b>	Yes <input checked="" type="checkbox"/> <input type="checkbox"/>	<b>Date</b> 11/10/2011	<b>No</b>
<b>I/we have discussed our project with our Wiltshire councillor?</b>	Yes <input checked="" type="checkbox"/> <input type="checkbox"/>	<b>Date</b> 25/01/2012	<b>No</b>

<b>Where will your project take place?</b>	Bratton Jubilee Village Hall
<b>When will your project take place?</b>	As soon as possible - hopefully completed Gor
<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>  <i>Important: Please do not type/write in paragraphs – This section is limited to 1000 characters only (inclusive of spaces)</i>	Tables began to collapse under very little weight. Legs collapsing. Hard to keep clean due to very worn surfaces. The hall is used daily for various activities including Art classes, Youth Club, Supper nights, Weddings, birthday, anniversary celebrations, dances, and other social events. New tables would ensure safety for users and adequate equipment.
<b>How many people will benefit from your project?</b>	Bratton (1500) and nearby villages
<b>How does your project demonstrate a direct link to the local community plan for your area?</b> <a href="http://www.wiltshire.gov.uk/areboards">www.wiltshire.gov.uk/areboards</a>  Please provide a reference/page no.	Provide equipment to enable facilities for extra curricular, leisure and social facilities for all ages.
<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"/>
<b>Any other information about your project.</b> Although there are funds in the bank we are having to have the flat roof replaced before next winter as we have already had costly maintenance in the 2011 financial year due to its state. we will be applying for grants but obviously there will be a need to part fund if necessary	

### 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="1"/>	Female	<input type="text" value="8"/>
25 – 50 years	Male	<input type="text" value="0"/>	Female	0 <input type="text"/>
Under 25 years	Male	<input type="text" value="1"/>	Female	<input type="text" value="0"/>
Disabled People	Male	<input type="text" value="0"/>	Female	1 <input type="text"/>
Black and Minority Ethnic people	Male	<input type="text" value="0"/>	Female	0 <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?

Feedback from community

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


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:	£16972.29	
B - Minus total expenditure:	£18795.28	
Surplus/deficit for year: (A minus B)	£-1822.99	
Free reserves currently held:	£8542.30	

**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	
10 Banquet tables	£1,200	Own fundraising/reserves	C	£200
	£			£
	£	Parish/town council		£
	£			£
	£	Trusts/foundations		£
	£			£
	£	In kind		£
	£			£
	£	Other		£
	£			£
	£			£
	£			£
<b>Total Project Expenditure</b>	<b>£1,200</b>	<b>Total Project Income</b>		<b>£200</b>

<b>Total project income B</b>	<b>£200</b>
<b>Total project expenditure A</b>	<b>£1,200</b>
<b>Project shortfall A – B</b>	<b>£1,000</b>
<b>Grant sought from Wiltshire Council Area Board</b>	<b>£1,000</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:** 13/03/2012

**Position in organisation:**

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