

Reference no
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Section 4



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	Friends of Southwick Country Park		
Contact name			
Contact address			
Contact number		e-mail	
Organisation type	Not for profit organisation <input checked="" type="checkbox"/> Parish/town council Other, please specify		

2. Your project

Project Title/Name	Summer Holiday Activity Sessions
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<p>What is your project about and what does it aim to achieve?</p> <p><i>Important: This section is limited to 600 characters only (inclusive of spaces).</i></p>	<p>In coordination with Wiltshire Council Countryside team, to provide free Activity Sessions in Southwick Country Park during the Summer/Autumn of 2012. These would cover creative and artistic pursuits and wild life appreciation and be open to local children and adults. The Country Park has a catchment area of Southwick, Trowbridge, North Bradley and beyond.</p>
<p>In which community area does your project take place? (Please give name – see section 3 of the grants pack)</p>	<p>Trowbridge Area Board</p>
<p>I/we have discussed our project with the town/parish council?</p>	<p>Yes / Date 20/03/2012 No</p>
<p>I/we have discussed our project with our Wiltshire councillor?</p>	<p>Yes / Date 20/03/2012 No</p>

Where will your project take place?	Southwick Country Park	
When will your project take place?	July, August and October 2012	
<p>How did you discover there was a need for your project (<i>please provide evidence</i>) 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>Previous activity sessions, organised by the Friends of Southwick Country Park and the Wiltshire Council Countryside Team, have indicated a requirement to encourage a wider use of the Country Park by families.</p> <p>Local youth groups, including Guides and Scouts also the Wellbeing Trust, make full use of the natural environment as open-air classroom facilities.</p> <p>Recent activity has brought about the planting of 200 trees, mostly by young people, assisted by the Countryside Team.</p>	
How many people will benefit from your project?	100+ at each session.	
<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>Page 37/8 Safer Trowbridge - Health & Safety</p> <p>Page 38 Housing - Valuing Conservation</p> <p>Page 38/9 Health & Social Care - Exercise more</p> <p>Page 39 Education - Parent's Interaction with Children</p> <p>Page 39 Environment - Encourage Better Care of Trees, Wildlife etc.</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	No
Could your project be funded from your reserves?	Yes	No
Is your project urgent (having to be completed in this financial year? <i>If you answer YES please provide evidence elsewhere on the application form</i>)	Yes	No

Any other information about your project.

3. Management

How many people are involved in the management of your group/organisation?
Of these, how many are:

Over 50 years	Male	4	Female	5
25 – 50 years	Male	1	Female	2
Under 25 years	Male	0	Female	0
Disabled People	Male	2	Female	1
Black and Minority Ethnic people	Male	0	Female	0

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

By increased publicity regarding the work of The Friends of Southwick Country Park brought about by leaflets and maps distributed to all attendees leading to increased membership and additional voluntary donations to The Friends.

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?

Through this provision, local people who do not have access to transport or are unable to travel any great distance, will be able to learn new skills which they may apply to hobbies and pastimes. The Friends' leaflets will have a tear-off portion to enable comments to be made about the activity and the opportunity to join The Friends of Southwick Country Park.

<p>Have you contacted Charities Information Bureau for help with your application/ to seek other funding?</p>	<p>Yes Date No /</p>		
<p>To whom have you applied for funding for this project (<i>other than Wiltshire Council</i>)?</p> <p><i>Please list with amount applied for and whether you have been successful</i></p>	<p>Name of Funder</p>	<p>Amount Applied For</p>	<p>Amount Received</p>
<p>Have you or do you intend to apply for a grant from another area board within this financial year?</p> <p><i>If yes, please state which one(s).</i></p>	<p>No</p>		
<p>Are you in receipt or anticipating other funding from other Wiltshire Council departments for this project?</p>	<p>No</p>		

4. Information relating to your last annual accounts (if applicable)

Year ending:	Month: December	Year: 2010
A - Total income:	£ 255.42	
B - Minus total expenditure:	£ 220.00	
Surplus/deficit for year: (A minus B)	£ 35.42	
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	
26th July 2012 'Love Park Week' making a bird seed feeder.	£ 58.78	Own fundraising/reserves		£
	£			£
9th August 2012 Make a Flying Bird	£ 173.35	Parish/town council		£
	£			£
23rd August 2012 Nature Activities Day - Making Collages, Wooden Animals, Flowers from Sticks and Windmills.	£39.77	Trusts/foundations		£
	£			£
24th October Owl Prowl	£ 130.00	In kind		£
	£			£
Purchase Kelly Kettle - For Engaging Older Children	£ 47.95	Other		£
Overhead/Admin Costs - Printing Leaflets £200 Notice Board £200 Printing/Postage Etc. £50	£ 450.00			£
	£			£
	£			£

Total Project Expenditure	£ 899.85	Total Project Income	£
Total project income B	£		
Total project expenditure A	£ 899.85		
Project shortfall A – B	£		
Grant sought from Wiltshire Council Area Board	£ 899.85		
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.

Date: 23/03/2012