



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	CASTLE COMBE VILLAGE HALL		
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	COMPLETION OF VILLAGE HALL INSULATION		
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>	OUR VILLAGE HALL IS A NON-PROFIT AMENITY FOR LOCAL RESIDENTS, NEARBY USERS AND TOURISTS. INSULATION WAS TOTALLY INEFFECTIVE UNTIL WITH THE AID OF A SELF-MATCHED £1182 COMMUNITY AREA GRANT IN 2010, INSULATION AND DOUBLE GLAZING WERE INSTALLED. THE AMOUNT SOUGHT AT THAT TIME WAS RESTRICTED AS THERE WERE INSUFFICIENT COMMITTEE FUNDS AVAILABLE TO GLAZE ALL WINDOWS, LEAVING 4 OUTSTANDING. FUND RAISING BY VILLAGERS HAS NOW PROVIDED ADDITIONAL FUNDS FOR THE COMMITTEE TO MATCH A FURTHER COMMUNITY AREA GRANT FOR THESE IF AGREED, LEAVING SUFFICIENT FOR CONTINGENCIES E.G. EXCEPTIONAL MAINTENANCE.		
In which community area does your project take place? (Please give name – see section 3 of the grants pack)	CHIPPENHAM		
I/we have discussed our project with the town/parish council?	Yes <input checked="" type="checkbox"/>	Date 19.01.12	No <input type="checkbox"/>
I/we have discussed our project with our Wiltshire councillor?	Yes <input checked="" type="checkbox"/>	Date 19.01.12	No <input type="checkbox"/>

Where will your project take place?	CASTLE COMBE VILLAGE HALL	
When will your project take place?	AS SOON AS POSSIBLE	
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>	ANNUAL HEATING RUNNING COSTS WERE PREVIOUSLY IN EXCESS OF £1300, MOST OF WHICH WAS WASTED DUE TO NON-EXISTENT INSULATION. THERE WAS ALSO A SEVERE RISK OF FROZEN PIPES AND ALTHOUGH USERS WERE REQUESTED TO TURN OFF THE MAINS SUPPLY ON DEPARTURE, NOT ALL USERS REMEMBERED TO DO SO! COSTS HAVE NOW HALVED BUT WOULD REDUCE STILL FURTHER ONCE THE WHOLE HALL HAS BEEN PROPERLY INSULATED. THERE ARE NO RESTRICTIONS ON USAGE BY GENDER, AGE OR GROUPING, AND MANY USERS ARE FROM OUTSIDE THE VILLAGE. CHARITABLE ACTIVITIES ARE ENCOURAGED TO USE THE HALL FREE OF CHARGE. THE SITE IS ALSO USED FOR COLLECTION OF GARDEN WASTE AND PLASTICS IN ORDER TO IMPROVE VILLAGE BIO-DIVERSITY.	
How many people will benefit from your project?	300+	
How does your project demonstrate a direct link to the local community plan for your area? www.wiltshire.gov.uk/areaboard Please provide a reference/page no.	PROVISION OF IMPROVED VILLAGE HALL FACILITIES 8.4 PAGE 29	
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"/>
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	<input type="text" value="3"/>	Female	<input type="text" value="1"/>
25 – 50 years	Male	<input type="text"/>	Female	<input type="text"/>
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?

NOT APPLICABLE - WILL BE COMPLETE

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?

THE WORK DONE TO DATE HAS ALREADY BEEN VERY MUCH WELCOMED BY THE LOCAL COMMUNITY AS EVIDENCED BY LOCAL FUNDRAISING EFFORTS TO PROVIDE THE MATCHED FUNDING TO ENABLE COMPLETION.

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

NONE

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: MARCH	Year: 2011
A - Total income:	£4380	
B - Minus total expenditure:	£5495	
Surplus/deficit for year: (A minus B)	£-1115	
Free reserves currently held:	£2309	

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	
SUPPLY/INSTALLATION D/G WINDOWS	£840	Own fundraising/reserves	C	£420
	£			£
	£	Parish/town council		£
	£			£
	£	Trusts/foundations		£
	£			£
	£	In kind		£
	£			£
	£	Other		£
	£			£
	£			£
	£			£
Total Project Expenditure	£840	Total Project Income		£420

Total project income B	£420
Total project expenditure A	£840
Project shortfall A – B	£420
Grant sought from Wiltshire Council Area Board	£420
Bank Details	
Please give the name of the organisations' bank account e.g. Barclays	BARCLAYS CHIPPENHAM 20-84-61
Please give the title name of the organisations' bank account e.g. current	CASTLE COMBE VILLAGE HALL COMMITTEE 90636037

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: 19.03.2012

Position in organisation:

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