



Community Area Grant Application Form 2012/2013

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

To fund projects up to £1,000 without the need for matched funding
To fund up to 50% of projects costs of projects over £1,000
Maximum Grant £5,000

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	Enford Parish - Community Led Plan Steering Committee		
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	Enford Parish - Community Led Plan		
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>	I have recently been appointed by Enford Parish Council to produce a Community Led Plan for the parish. Following a meeting with Community First on 3 May, I am looking to raise a total of £600 to fund the cost of printing leaflets and questionnaires, advertising in the newsletter, hire of the village hall for meetings, and distribution of the final plan. Enford Parish Council have already agreed to fund half this amount. My next activity will be to do an awareness raising stand at the village fete (30 June), followed by a public meeting on 17 July where I hope to recruit my steering committee.		
In which community area does your project take place? (Please give name – see section 3)	Enford Parish		
I/we have discussed our project with the town/parish council?	Yes <input checked="" type="checkbox"/>	Date 4 Apr 12	No <input type="checkbox"/>
I/we have discussed our project with our Wiltshire councillor?	Yes <input type="checkbox"/>	Date	No <input checked="" type="checkbox"/>

Where will your project take place?	Enford Parish
When will your project take place?	June 2012 - December 2013
<p>How did you discover there was a need for your project (please provide evidence) 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 800 characters only (inclusive of spaces)</i></p>	<p>Having recently become aware of the existence of community led plans, I then discovered that our community didn't have one, so I volunteered to take on the project. The benefits arising from the development of a community led plan are well documented. The aim is to identify the needs and aspirations of the community and, in the process, stimulate interest and involvement of residents to create a stronger and more interactive community</p>
How many people will benefit from your project?	500+
<p>How does your project demonstrate a direct link to the local community plan for your area (see www.wiltshire.gov.uk/areaboards) or priorities of your area board?</p> <p>Please provide a reference/page no.</p>	<p>The existing Tidworth Community Area Plan (2003-2013) does not cover Enford. My plan will provide the required input to the next TCA plan.</p>
<p>Any other information about your project. (Limited to a 1000 characters)</p> <p>Most of the expenditure will be on printing, so I intend to bank my funds in the Enford Newsletter bank account. Money will be managed under a separate column heading.</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 <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"/>

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"/>
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 will continue after the Wiltshire Council funding runs out, how will you continue to fund it?
I will seek any extra funding from the Parish Council.

How will you know whether your project has made a difference in the community? What information will be collected to enable you to know that the project has made a positive impact on your community and met the local need?

I don't believe that the benefits of developing a parish plan are measurable other than to quantify the involvement of individuals who have not, in the past, been active within the community. The measurable benefits will arise from delivery of the action plan, which will be generated from the process of creating the parish plan. As yet I don't know what those actions will be.

Has Charities Information Bureau (CIB) helped you with this application/to seek funding for this project?

Yes

Date contacted CIB

No

To whom have you applied for funding for this project (*other than Wiltshire Council*)?

Name of Funder

Amount Applied For

Amount Received

Enford Parish Council

£300

£300

Please list with amount applied for and whether you have been successful

Have you or do you intend to apply for a grant from another area board within this financial year?

Yes

No

If yes, please state which one(s).

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:	Month:	Year:		
A - Total income:	£			
B - Minus total expenditure:	£			
Surplus/deficit for year: (A minus B)	£			
Free reserves currently held (i.e. money not committed to other projects/operating costs)	£			
5. Financial information – <i>If you can claim back V.A.T. please <u>exclude</u> VAT from the figures you provide us. If you have to pay the V.A.T then please include V.A.T. in the figures you provide us.</i>				
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 x 2-hour bookings at the VH	£240	Own fundraising/reserves		£
Printing of 320 x 32 page plan	£192			£
4 x questionnaires in newsletter	£96	Parish/town council	C	£300
Steering committee expenses	£72			£
	£	Trusts/foundations		£
	£			£
	£	In kind		£
	£			£
	£			
	£	Other		£
	£			£
	£			£
Total Project Expenditure	£600	Total Project Income		£300
Total project income B		£300		
Total project expenditure A		£600		
Project shortfall A – B		£300		
Grant sought from Wiltshire Council Area Board		£300		
Bank Details				
Please give the name of the organisations' bank account e.g. Barclays				
Please give the name of the organisations' bank account e.g. Chippenham Scouts				

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)

- All 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...

- This application meets all 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 a grant is received, I will provide copies of all receipts and invoices associated with the grant and provide information and photographs to demonstrate how the grant was spent.
- That any other form of licence or approval for this project has been received prior to submission of this grant 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: 15/06/2020

Position in organisation:

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