Community Area Partnership Agreement 2012/13:
Budget details for CAP running costs

Your Details:

Name:	Janet Morgan
Partnership:	ChAP Chippenham & Villages
Address:	2 Victoria Place Chippenham Wilts SN15 3YW
Phone:	07831 896304
Email:	janmorgan@dsl.pipex.com

Bank Account Details:

Account name:	CHAP
Sort code:	
Account no.	
Balance of funds at beginning of year:	£6350.60 of which £5095.34 is core funding carried over.

Details of Budget:

Cost:

Administrator / Project Officer (inc travel) costs: ▪ *Project Officer (inc travel)*	a £8,000

Consultation activities, public events, analysis, etc: ▪ *River Festival consultation, volunteer event*	b £2,500

Advertising & promotion (inc websites): ▪ *Newsletters, website, banners etc*	c £1000

Plans, questionnaires, other printing costs: ▪ *63Pocket guide reprint, questionnaires etc*	d £4,000

Office expenses, consumables, etc.: ▪ *Paper, ink, postage, room hire, resource storage, PO Box*	e £1000

Other costs: ▪ *Conference and training fees, replacement of resources, support to ChAP Projects Ltd, 'Cherish Chippenham' town team,*	f £2375

Amount of funding rolled forward from 2011/12 to be spent in 2012/13: g £5,095.34

Total running costs applied for: h £13,779.66

(costs a+b+c+d+e+f - g must equal h)

I confirm that the costs detailed here will be incurred by theChippenham Community Area Partnership in accordance with the commitments agreed within the Community Area Partnership Agreement, 2012/13.
I understand that a first tranche payment of 50% of the funding will be released following Area Board approval. This will be followed by a second tranche of the remaining 50% at a date to be agreed in approx. six months time.

Please post your Annual Workplan and Budget Form for running costs to:
Andrew Jack, Communities, Libraries, Heritage & Arts, Wiltshire Council, County Hall, Trowbridge BA14 8JN

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Signed: …...………………………………………….

Date: ………………………………………………..

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