



## 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	Mere Museum			
Contact name				
Contact address				
Contact number	<table style="width: 100%; border: none;"> <tr> <td style="border: none; width: 50%;"></td> <td style="border: none; text-align: center; font-size: small;">e-mail</td> <td style="border: none; width: 50%;"></td> </tr> </table>		e-mail	
	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	Conservation of Mere Juvenile Total Abstinence Society Banner			
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>	<p>The banner is in urgent need of conservation work.</p> <p>Mere has a history of temperance and championing social issues ranging from the creation of the Coffee Tavern though to supporting youth movements and groups.</p> <p>One such group was set up towards the end of the 19th century to encourage temperance and this was particularly relevant amongst the young since the quality of water at that time was poor and people often drank large amounts of beer and gin. The banner was used by this group.</p>			
In which community area does your project take place? ( <i>Please give name – <a href="#">see section 3</a></i> )	South West Wiltshire			
I/we have discussed our project with the town/parish council?	Yes <input checked="" type="checkbox"/> Date July 2012                      No <input type="checkbox"/>			
I/we have discussed our project with our Wiltshire councillor?	Yes <input checked="" type="checkbox"/> Date July 2012                      No <input type="checkbox"/>			

<b>Where will your project take place?</b>	Mere
<b>When will your project take place?</b>	September 2012 to December 2012
<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 700 characters only (inclusive of spaces)</i>	Mere Museum is very active in conserving and displaying artifacts from Mere and district. The exhibitions change on a regular basis so that the public can get to know the collection. Local groups are encouraged to get involved and have in the past created their own exhibitions. The Museum is highly regarded within the Wiltshire Museum community and a new forward plan has been written to help the Museum move forward during the next 5 years. The banner which we need to conserve is unique in the world, having significant historical importance for Mere and the Temperance movement. The banner is in a very poor condition and without conservation will continue to deteriorate.
<b>How many people will benefit from your project?</b>	Everyone in Mere, now and for ever.
<b>How does your project demonstrate a direct link to the local community plan for your area? (see <a href="http://www.wiltshire.gov.uk/areaboards">www.wiltshire.gov.uk/areaboards</a>) or priorities of your area board) Please provide a reference/page no.</b>	The community plan available on the internet doesn't deal with museums. 'We recognise that in every parish..' seems to encompass the work we do.  Page 3
<b>Any other information about your project. (Limited to a 1000 characters)</b> The banner is unique, and inextricably linked to the social history of Mere in the 19 <sup>th</sup> century. The cost of the work seems high for one item. But the banner was among 30 textile items surveyed for the Museum by Kate Gill, a recommended textile conservator. She submitted a detailed proposal for the conservation of the banner. Briefly, this will entail separating the silk banner itself from the fringe, the separate aqueous cleaning and humidification of each to release creasing and distortion of these components. Its mounting pole on would also be cleaned. The conserved banner will be supported on a slightly padded, archival quality board which is an integral part of the conservation, providing full support to the banner. The pole and ribbons and tassels will also be cleaned, the latter two items re-attached to the banner by hand-sewing. The conserved banner when returned to us will never again need to be directly handled, and will be stored and also displayed in its new mount.	
<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"/>

### 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="3"/>
25 – 50 years	Male	<input type="text" value="1"/>	Female	<input type="text" value="2"/>
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?  
From Museum funds and/or local appeals.

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?

The Museum has a comments book for visitors which is well used. The banner, when refurbished, will form part of a Museum exhibition.

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

Mere Lecture Hall Trust

£1,200

£850

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

Wiltshire Museums Service

£1,000

TBC

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: 2011	Month: September	Year: 2011	
A - Total income:	£5,135		
B - Minus total expenditure:	£6,394		
Surplus/deficit for year: (A minus B)	£-1,259		
Free reserves currently held (i.e. money not committed to other projects/operating costs)	£500		
5. Financial information – 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.			
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
Treatment	£2,100	Own fundraising/reserves	£250
Mount Board & material	£180		£
Custom dying	£300	Parish/town council	£
	£		£
	£	Trusts/foundations	£
	£	Lecture Hall Trust	C £850
	£	In kind	£
	£		£
	£		
	£	Other	£
	£	Other Trusts	P £1,000
<b>Total Project Expenditure</b>	<b>£2,580</b>	<b>Total Project Income</b>	<b>£2,100</b>
<b>Total project income B</b>		<b>£2,100</b>	
<b>Total project expenditure A</b>		<b>£2,580</b>	
<b>Project shortfall A – B</b>		<b>£480</b>	
<b>Grant sought from Wiltshire Council Area Board</b>		<b>£480</b>	
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:** 16/07/2012

**Position in organisation:** r

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