



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	The Jubilee Players		
Contact name			
Contact address			
Contact number		e-mail	
Organisation type	Not for profit organisation <input type="checkbox"/> Parish/town council <input type="checkbox"/> Other, please specify Village Amateur Dramatics		

2. Your project

Project Title/Name	Refurbishment of scenery flats, and add to sound and lighting equipment		
What is your project about and what does it aim to achieve?	There is a need to replace the scenery flats (8 no 8ft x 4ft and 4 no 8ft x 2ft) built by group 14 years ago. We have added to the lighting but still need extra cables and connectors. We also need a 2 way radio as due to proximity of lighting and sound in main hall there is a need to stay in contact with backstage for safety, control of curtains, lighting and alleviating problems.		
<i>Important: This section is limited to 600 characters only (inclusive of spaces).</i>			
In which community area does your project take place? (Please give name – see section 3)	Westbury Area Board		
I/we have discussed our project with the town/parish council?	Yes <input type="checkbox"/>	Date	No <input checked="" type="checkbox"/>
I/we have discussed our project with our Wiltshire councillor?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	Date 22/04/2012 & 24/07/2012	

Where will your project take place?	Jubilee Hall, Melbourne Street, Bratton, Westbury, Wilts, BA13 4RW
When will your project take place?	As soon as possible I
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 700 characters only (inclusive of spaces)</i>	In 1995 the Jubilee Hall Management Committee asked a few people to help raise funds for the hall. They performed some light plays and the reaction was that more Arts were needed in the form of Drama so the Jubilee Players was started initially by 6 people to give the opportunity for people to get involved on a weekly basis to read plays and then put on 2 performances a year for the enjoyment of the local community alleviating the need to travel. The people involved were not only people who wanted to act but also, set design and construction, lighting, costumes, front of house and publicity. The feed back from the audiences as well as the large attendances showed there is a benefit
How many people will benefit from your project?	Bratton and surrounding villages
How does your project demonstrate a direct link to the local community plan for your area? (see www.wiltshire.gov.uk/areaboard) or priorities of your area board) Please provide a reference/page no.	It enables us to carry on providing entertainment for all ages along with the other activities creating a rich village life.I
Any other information about your project. (Limited to a 1000 characters) The Jubilee Players provide not only "a little of the West End in the Country" but there is also a Friends of the Players group and in return we put on special social events, newsletters and concessions on tickets as a thankyou for their support. We keep ticket prics at reasonable prices so that performances are affordable by all. By using the village hall, it benefits from the hiring fees we pay for weekly meetings as well as rehearsals and performances. The hall fees, hire of garage for a store and insurances is covered by the group paying weekly subscriptions and Friends of Players donations. Income from plays go to cost of next productions and equipment needed. The equipment also benefits other user groups in the village . We were bequeathed the sum of £500 from a Friend for more lighting equipment. There was a balance left at the end of November 2011 of £373.13 but since then we have purchased the new lights (breakdown of spending shown on bank sheet).	
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="6"/>	Female	<input type="text" value="78"/>
25 – 50 years	Male	<input type="text" value="1"/>	Female	<input type="text" value="2"/>
Under 25 years	Male	<input type="text" value="0"/>	Female	<input type="text" value="1"/>
Disabled People	Male	<input type="text" value="0"/>	Female	<input type="text" value="0"/>
Black and Minority Ethnic people	Male	<input type="text" value="0"/>	Female	<input type="text" value="0"/>

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

We will continue to put on performances for the Community and endeavouring to make enough profit to fund future productions.

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?

By having new equipment it will enable us to put on productions to a high standard. We will know of the success by audience feed back and attendance of future productions. Also new members joining the group.

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*)?

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

Name of Funder	Amount Applied For	Amount Received

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:	Month: DECEMBER	Year: 2011
A - Total income:	£3083.10	
B - Minus total expenditure:	£2719.93	
Surplus/deficit for year: (A minus B)	£363.17	
Free reserves currently held (i.e. money not committed to other projects/operating costs)	£0.00	

5. Financial information – If you can claim back V.A.T. please exclude 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	
materials for 12 flats	£320	Own fundraising/reserves		£
lighting equipment	£60			£
2 way radio equipment	£155	Parish/town council		£
	£			£
	£	Trusts/foundations		£
	£			£
	£	In kind		£
	£			£
	£			
	£	Other		£
	£			£
Total Project Expenditure	£535	Total Project Income		£
Total project income B		£0		
Total project expenditure A		£535		
Project shortfall A – B		£535		
Grant sought from Wiltshire Council Area Board		£535		
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: 30/07/2012

Position in organisation:

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