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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	TEDx Bradford on Avon		www.tedxbradfordonavon.com
Contact name			
Contact address			
Contact number		e-mail	
Organisation type	Not for profit organisation Parish/town council Other, please specify		Non-constituted group of individuals
2. Your project			
Project Title/Name	TEDx Bradford on Avon		

<p>What is your project about and what does it aim to achieve?</p> <p><i>Important: This section is limited to 600 characters only (inclusive of spaces).</i></p>	<p>TEDxBradfordonAvon: an independently organised event, spawned from the global TED.com. Designed to give communities & individuals the opportunity to stimulate dialogue at local level. BoA & surrounding areas are rich in creative people & businesses. This event brings them together to explore creativity in its widest sense. Theme: 'Crafting the Unexpected'. Speakers from disciplines including engineering, sculpture, contemporary art, advertising, film direction, haiku poetry, screenplay writing, music & education. The event is video-recorded & made available on the web to a global audience.</p>		
<p>In which community area does your project take place? (Please give name – see section 3)</p>	<p>Bradford on Avon Community Area</p>		
<p>I/we have discussed our project with the town/parish council?</p>	<p>Yes Date No x</p>		
<p>I/we have discussed our project with our Wiltshire councillor?</p>	<p>Yes Date No x</p>		

<p>Where will your project take place?</p>	<p>Wiltshire Music Centre, Bradford on Avon</p>		
<p>When will your project take place?</p>	<p>Sunday 4 November 2012</p>		

<p>How did you discover there was a need for your project (<i>please provide evidence</i>) 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 700 characters only (inclusive of spaces)</i></p>	<p>Creativity is one of the town's core attributes – whether through art, design or engineering. TEDx will raise the profile of the town regionally and potentially internationally, by showcasing the rich seam of talent living & working here as well as the quality of intelligent debate and discussion.</p> <p>Although no details are as yet posted of speakers, we already have a tailback of people wanting tickets. We expect demand to comfortably exceed supply. This will drive people to the website, and push the messages of creativity in BoA to a broader audience.</p>		
<p>How many people will benefit from your project?</p>	<p>All those interested in creativity in its widest sense.</p>		
<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) Please provide a reference/page no.</p>	<p>As above: a key element of the community plan & the core strategy is to boost the economic & employment life of the town. Creativity is one of the town's core attributes – whether through art, design or engineering. TEDx will raise the profile of the town regionally and potentially internationally, by showcasing the rich seam of talent living & working here as well as the quality of intelligent debate and discussion.</p>		
<p>Any other information about your project. (Limited to a 1000 characters)</p>	<p>There are strict rules about how a TEDx event should be run, as part of the license from TED.com. This includes the stricture that commercial sponsorship is not allowed. With support from the CAB, we can run a strong and successful first TEDx. This will provide a platform for subsequent years and for the opportunity to fundraise from other external bodies.</p>		
<p>To be completed ONLY where town/parish councils are making an application</p>			

<p>Is your project one which parish/town councils have powers to raise local taxes to fund?</p>	<p>Yes No</p>		
<p>Could your project be funded from your reserves?</p>	<p>Yes No</p>		
<p>Is your project urgent (having to be completed in this financial year? <i>If you answer YES please provide evidence elsewhere on the application form</i>)</p>	<p>Yes ✓ No</p>		
<p>3. Management</p>			

<p>How many people are involved in the management of your group/organisation? Of these, how many are:</p> <p>Over 50 years Male</p> <p>25 – 50 years Male Female</p> <p>Under 25 years Male</p> <p>Disabled People Male</p> <p>Black and Minority Ethnic people Male</p>	<p>Five</p> <p>1</p> <p>1</p> <p>1 / 2</p>		
<p>If your project will continue after the Wiltshire Council funding runs out, how will you continue to fund it?</p>	<p>We seek funding for this one-off event. If successful, the event will be repeated but we will seek alternative co-funding sources.</p>		
<p>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?</p>	<p>(1) We meet our max audience (100); (2) material from the event will be posted on the special website (tedxbradfordonavon.com). We will be able to obtain a complete analytical breakdown of those viewing the site (including geography); (3) the breadth of conversations continue in the community after the event; (4) interest in and demand for tickets for future events.</p>		

<p>Has Charities Information Bureau (CIB) helped you with this application/to seek funding for this project?</p>	<p>Yes Date contacted CIB No X</p>		
<p>To whom have you applied for funding for this project (<i>other than Wiltshire Council</i>)?</p> <p><i>Please list with amount applied for and whether you have been successful</i></p>	<p>Name of Funder</p>	<p>Amount Applied For</p>	<p>Amount Received</p>
	<p>Please note: no other sources of funding have been applied for. However, the planning and arrangements are all being handled by volunteers. In addition, we are benefiting from maximum available discounts and subsidies from those helping us put the event together, including the Wiltshire Music Centre, the video recordings, marketing and website production, programme printing etc. We estimate that support to have at least halved the cost of running the event.</p>		
<p>Have you or do you intend to apply for a grant from another area board within this financial year?</p> <p><i>If yes, please state which one(s).</i></p>	<p>Yes No x</p>		

<p>Are you in receipt or anticipating other funding from other Wiltshire Council departments for this project?</p>	<p>Yes No x</p>		
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<p>4. Information relating to your last annual accounts (if applicable)</p>				
<p>Year ending:</p>	<p>Month:</p>	<p>Year:</p>		
<p>A - Total income:</p>	<p>£</p>			
<p>B - Minus total expenditure:</p>	<p>£</p>			
<p>Surplus/deficit for year: (A minus B)</p>	<p>£</p>			
<p>Free reserves currently held (i.e. money not committed to other projects/operating costs)</p>	<p>£</p>			

<p>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></p>				
<p>Project Costs A Please provide a full breakdown e.g. equipment, installation etc.</p>		<p>Project Income B Please list all sources of funding for this project, as provisional (P) or confirmed (C)</p>		
		<p>P/C</p>		
<p>Hire of venue etc.</p>	<p>£420.00 (£350+VAT as per email attached from Wilts Music Centre)</p>	<p>Own fundraising/reserves</p>		<p>£</p>
<p>Cost of video-recording & editing (subsidised) to broadcast standard</p>	<p>£500.00 (estimate cannot be finalised until programme completed - but will be <input type="checkbox"/> heavily discounted)</p>			<p>£</p>
<p>Catering (two intervals an integral part of the programme for further discussion)</p>	<p>£300.00 (£100+VAT as part of attached Wilts Music <input type="checkbox"/> Centre quote for beverages; balance - cakes & other foods)</p>	<p>Parish/town council</p>		<p>£</p>
<p>Set construction/materials (inc branding required by TED.com as part of the license)</p>	<p>£230.00 (estimate cannot be finalised until design <input type="checkbox"/> finalised)</p>			<p>£</p>
<p>Marketing/media/website etc</p>	<p>£500.00 (estimated heavily discounted cost for domain purchase, website build, video streaming, programme production & print)</p>	<p>Trusts/foundations</p>		<p>£</p>

Contingency to cover video tapes, speaker travel expenses	£150.00			£
	£	Other : Ticket sales 100 @ £12		£1200.00
Total Project Expenditure	£2100.00	Total Project Income		£1200.00
Total project income B	£1200.00			
Total project expenditure A	£2100.00			
Project shortfall A – B	£900.00			
Grant sought from Wiltshire Council Area Board	£900.00			
Bank Details				
Please give the name of the organisations' bank account e.g. Barclays	<i>To be advised: arrangements being finalised.</i>			
Please give the name of the organisations' bank account e.g. Chippenham Scouts				

<p>6. Supporting information – Please enclose <u>all</u> the following documentation as failure to do so may lead to a delay in your application being considered</p>	
<p>Enclosed (please tick)</p> <p>All written quotes including the one(s) you are going to use</p> <p>Latest inspected/audited accounts or annual report or Income/expenditure budget for current financial year</p> <p>Terms of reference/constitution/group rules</p> <p>Evidence of ownership/lease of buildings and/or land</p> <p>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.</p>	<p>Confirmation of costs from Wiltshire Music Centre <input type="checkbox"/> attached</p>
<p>7. Declaration (on behalf of organisation or group) – I confirm that...</p>	

<p>This application meets all the funding criteria</p> <p>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.</p> <p>If a grant is received, I will provide copies of <u>all</u> receipts and invoices associated with the grant and provide information and photographs to demonstrate how the grant was spent.</p> <p>That any other form of licence or approval for this project has been received prior to submission of this grant application.</p> <p>That the necessary policies and procedures will be in place prior to the commencement of the project outlined in this application.</p> <p>Child Protection Safeguarding Adults Public Liability Insurance Equal opportunities Access audit Environmental impact</p> <p>Planning permission applied for (date) or granted (date)</p> <p>That acknowledgement will be given of Wiltshire Council support in any publicity, printed or website material.</p> <p>I give permission for press and media coverage by Wiltshire Council in relation to this project.</p>	
<p>Name:</p> <p>Position in organisation:</p>	<p>Date: 19 August 2012</p>
<p>Please return your completed application to the appropriate Area Board Locality Team (see section 3)</p>	