

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	HOLT SPORTS & RECREATION 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	Holt's Second Sports Court
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>	As stated in the application made 1/10/2010, we wanted to build a sports court to extend the fun and activities that have been very successful to date on our first court. The new court was built in the summer of 2011 but it has been deemed of an unsatisfactory quality and is not fit for the intended purpose of a multi-use games area. The court has been locked for a year as it cannot be used safely. We have now undergone mediation with the court builder and the agreement is that he rectifies the problem with a new surface.
In which community area does your project take place? (Please give name - see section 3)	In the village of Holt on the Recreation Field.
I/we have discussed our project with the town/parish council?	Yes <input checked="" type="checkbox"/> Date We have kept the PC informed of everything since April 2011 No <input type="checkbox"/>
I/we have discussed our project with our Wiltshire councillor?	Yes <input checked="" type="checkbox"/> Date Spoke to Trevor Carbin OCTOBER 2011 No <input type="checkbox"/>

Where will your project take place?	On the Holt Recreation Field
When will your project take place?	Within the next 3 months.
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 800 characters only (inclusive of spaces)</i>	This application is very different from the norm. We are already very thankful for the donation from Area Board of £5000 which we used to pay the contractor in June 2011. On July 20th 2012, I was concerned that the finished surface was uneven. After discussions with the contractor we decided to engage a surveyor, John Cousins of Cousins, Thomas Rose, Church Lane Trowbridge. The results of the survey in summary are as follows: The court is too narrow & too short The surrounding edging stones are not haunched The density of the base stone is inadequate One tennis socket is raised. Uneven tarmac throughout. Digley Associates (Health + Safety professionals) also reported the tarmac unsafe. The original contractor is now going to replace the edging stones & re-tarmac, paint & line mark
How many people will benefit from your project?	500+
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.	
Any other information about your project. (Limited to a 1000 characters)	
We, as a committee have spent about £6000 on surveyors reports and mediation fees, which fortunately provided an outcome that will mean we do not need to go to court. The hard work to get a 'satisfactory' result has taken a year. Tennis and 5-a-side football will be played on the court as well as it being another safe play area for the community. Those of us on the committee are determined to get the second court in use, we would like to ask Wiltshire Area Board for sufficient funds to have 2 coats of green paint, painted on this court, line marking for tennis and 5-a-side football and a tennis net, plus a letter box. We have to find 5K+VAT for rebuild.	
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 checked="" type="checkbox"/>
Could your project be funded from your reserves?	Yes <input type="checkbox"/> No <input checked="" 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 checked="" 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="2"/>	Female	<input type="text" value="5"/>
25 - 50 years	Male	<input type="text"/>	Female	<input type="text" value="1"/>
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?

By hiring out both courts for tennis, football and netball practice. By having 2 good fundraisers a year. We have done this consistently over the last 15 yrs. Planning Safes' Supper + a Spanish evening in 2013

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?

On Sunday Nov. 20th, 2011, I called a meeting of villagers, in the Bowls club. 35 court users came to discuss our problem. At the end of the meeting, a small group of people outside our committee said they would assemble to consider the way forward. We had paid the ground workers and the electrician in full. We paid the main contractor 3/4 of his bill. The mediator has waived our outstanding invoice. The agreement is that as the resurfacing is costing + VAT - 8K. The contractor

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

pays 3K+VAT. We pay 5K+VAT to resurface
 Yes Date contacted CIB August 2012 No

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

Name of Funder	Amount Applied For	Amount Received
CIB owed us £350. They have given this towards construction granted £3500 in 2010.	£350	£350

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: 2012	Month: March	Year: 2011-2012
A - Total income: £2,1589.71	£ →	
B - Minus total expenditure:	£ - £18811.93 [New court + flood-light payment]	
Surplus/deficit for year: (A minus B)	£ - £2777.78	
Free reserves currently held (i.e. money not committed to other projects/operating costs)	£ 2485.22	

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 full breakdown e.g. equipment, installation etc.		Project Income B Please list all sources of funding for this project, as provisional (P) or confirmed (C)		
			PIC	
2 coats of Green Paint	£1440 inc VAT	Own fundraising/reserves Spanish Evening 2/2/13	P	£ 500
Net + Posts	£ 294 inc VAT	Safari Supper 18/5/13	P	£ 700
Lines for Tennis	£ 216 inc VAT	Parish/town council		£
Football lines	£ 120 + VAT			£
Litter Bin	£ 240.16 inc VAT	Trusts/foundations		£
Fixing + Concreting	£ 80			£
	£	In kind		£
	£			£
	£			£
	£		C	£
	£		C	£
Total Project Expenditure	£2,390.16	Total Project Income		£ 1200

Total project income B	£ 1200
Total project expenditure A	£ 2390.16
Project shortfall A - B	£
Grant sought from Wiltshire Council Area Board	£ 1,195
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) *August 2010*
- 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: *Mrs. Meg Slade*
Position in organisation: *Project leader*

Date: *12/8/12.*

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