

Reference no	
Log no	
For office use	

Section 4

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	Nadder Close Gardening Club		
Contact name			
Contact address			
Contact number		e-mail	
Organisation type	Not for profit organisation		

2. Your project

Project Title/Name	Nadder Close Gardening Club		
What is your project about and what does it aim to achieve?	<p>Raised beds so that people who cannot bend down can still take part.</p> <p>Enable people to get out in the fresh air, be sociable and strengthen the local community. Bench has been donated</p> <p><i>Important: This section is limited to 600 characters only (inclusive of spaces).</i></p> <p>This is a Wiltshire Council initiative designed to allow the residents of the sheltered housing complexes to encourage those residents interested in gardening to pursue their hobby to enhance the Communal areas of their scheme</p> <p>Might be able to sell some seeds etc to then put back in.</p>		
In which community area does your project take place? <i>(Please give name – see section 3)</i>	South West Wiltshire		
I/we have discussed our project with the town/parish council?	Yes	Date	15th May 2012
I/we have discussed our project with our Wiltshire councillor?	Yes	Date	15th May 2012

Where will your project take place?	Nadder Close, Tisbury	
When will your project take place?	We have held our first AGM as per the Constitution provided to us by Wiltshire Council	
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? <i>Important: Please do not type/write in paragraphs – This section is limited to 800 characters only (inclusive of spaces)</i>	As a result of a meeting with Pennie Taylor, the Wiltshire Council co-ordinator for the initiative on 15th March several residents of Nadder Close have expressed an interest in belonging to the Club. The children & grandchildren of residents with families living nearby have also asked to become involved. Approaches have also been made to the Youth Club situated opposite our complex for assistance in placing raised gardens for those unable to bend or kneel With the present financial cut backs, the Council pay for the grassed areas to be cut, but the actual garden areas have not been maintained by them for well over a year now & a few residents have already taken it upon themselves to buy plants, compost etc to make the Communal areas pleasant	
How many people will benefit from your project?	20+ in group, all residents and their families/friends will benefit.	
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.	Relates to priority – ‘health issues relating to aging population.’	
Any other information about your project. (Limited to a 1000 characters)		
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	No
Could your project be funded from your reserves?	Yes	No
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>)	Yes	No

3. Management			
<p>How many people are involved in the management of your group/organisation? Of these, how many are:</p>			
Over 50 years	Male	1	Female 2
25 – 50 years	Male		Female
Under 25 years	Male		Female
Disabled People	Male		Female
Black and Minority Ethnic people	Male		Female
<p>If your project will continue after the Wiltshire Council funding runs out, how will you continue to fund it? By coffee mornings & donations from residents & their families</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>Happier residents, able to get outside and take part in activity. Keep people occupied, take interest in what is happening. Possible links with local school / youth group, building relationships across the ages.</p>			
Has Charities Information Bureau (CIB) helped you with this application/to seek funding for this project?	No		
<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>	Name of Funder	Amount Applied For	Amount Received
	Tisbury Parish Council	£250	£0
<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>	No		
<p>Are you in receipt or anticipating other funding from other Wiltshire Council departments for this project?</p>	No? £250 contributed from Housing Department		

4. Information relating to your last annual accounts (if applicable)

Year ending:	Month:	Year:
A - Total income:	£	
B - Minus total expenditure:	£	
Surplus/deficit for year: (A minus B)	£	
Free reserves currently held (i.e. money not committed to other projects/operating costs)	£ 300	

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	
Raised flower bed	£ 631.63	Own fundraising/reserves		£ 300
Training budget for young people (20%)	£ 125			£
Tools	£ 155.82	Parish/town council		£
	£			£
	£	Trusts/foundations		£
	£	In kind		£
	£	Other		£
	£			£
	£			£
Total Project Expenditure	£912.45	Total Project Income		£300

Total project income B	£300
Total project expenditure A	£912.45
Project shortfall A – B	£612.45
Grant sought from Wiltshire Council Area Board	£612.45
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.

Date: 21st May 2012