



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	Marlborough Bowls Club		
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	Clubhouse Floor Replacement		
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>	Replacement of the clubhouse floor, which is now very worn and beyond further repair. The aim of the project is to allow continued use of the clubhouse in its many and varied ways. The clubhouse provides facilities for Indoor Bowls, Skittles, Darts, Bingo, Bridge Club, Club Social Events, Private Parties, Christening Parties, Funeral Wakes, Small Meetings, Small Training Events and is available, not only to club members but also for the use of the local community.		
In which community area does your project take place? (Please give name – see section 3)	Marlborough Area		
I/we have discussed our project with the town/parish council?	Yes <input checked="" type="checkbox"/>	Date Oct 2012	No <input type="checkbox"/>
I/we have discussed our project with our Wiltshire councillor?	Yes <input type="checkbox"/>	Date	No <input checked="" type="checkbox"/>

Where will your project take place?	Marlborough Bowls Club, The Recreation Ground, Marlborough, SN8 4AE	
When will your project take place?	Spring 2013	
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>	Since the clubhouse was built, the wooden floor has been sanded down and revarnished on several occasions, to keep the floor in good condition, not just aesthetically, but also true, to enable bowls to be played indoors throughout the late Autumn, Winter and early Spring months. The flooring can no longer be sanded down as it is too thin and at screw head height. Replacement is essential to ensure continued use of the clubhouse by local clubs and groups as well as the community as a whole.	
How many people will benefit from your project?	186 members + anyone hiring hall	
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.	Upgraded sports facilities for all ages. Upgraded facility for a small meeting place and venue for vocational training and adult education. 10/11, 17 & 19	
Any other information about your project. (Limited to a 1000 characters) The more visible aspect of the bowls club is the green, however, there is a lot more to this local club! Throughout the year, the clubhouse is used not only by club members, but also by other local groups and community organisations. For example, other than the Clubs own use, it is used weekly by the Marlborough Bridge Club and the Cherry Orchard Bingo Club. It is also used as a small meeting venue and also training venue on an adhoc basis. It is ideal given the small size, availability during the working day and available parking. The clubhouse and green belong to the Council, but all green and building maintenance work is carried out by the members of the club. Because of the high standard of quality needed for the floor, it is necessary to use a floor specialist as this will provide us with a guarantee for the materials and workmanship.		
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

Female

25 – 50 years

Male

Female

Under 25 years

Male

Female

Disabled People

Male

Female

Black and Minority Ethnic people

Male

Female

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

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 completion of this project, the continued use by the way of indoor bowls and skittles will be assured. In addition because of the improved appearance, it will be a more attractive environment for the purpose of meetings and training events. We are looking to increase the use of the club during the weekdays and evenings, so we are able to measure the usage of the clubhouse throughout the year.

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

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: 2011	Month: October	Year: 2011
A - Total income:	£31128.13	
B - Minus total expenditure:	£32293.43	
Surplus/deficit for year: (A minus B)	£-1165.30	
Free reserves currently held (i.e. money not committed to other projects/operating costs)	£4020.12	

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	
Flooring	£2,442	Own fundraising/reserves	C	£1,851
Installation	£1,260			£
	£	Parish/town council		£
	£			£
	£	Trusts/foundations		£
	£			£
	£	In kind		£
	£			£
	£			
	£	Other		£
	£			£
Total Project Expenditure	£3,702	Total Project Income		£1,851

Total project income B	£1,851
Total project expenditure A	£3,702
Project shortfall A – B	£1,851
Grant sought from Wiltshire Council Area Board	£1,851
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: 08/11/2012

Position in organisation: Fixture Secretary and Committee Member

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