



## 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	MANNINGFORD PARISH COUNCIL		
Contact name			
Contact address			
Contact number		e-mail	
Organisation type	Not for profit organisation <input type="checkbox"/> Parish/town council <input checked="" type="checkbox"/> Other, please specify		

### 2. Your project

Project Title/Name	INSTALLATION OF BENCH FOR VILLAGE RESIDENTS		
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>	WE ARE LOOKING FOR THE COST OF INSTALLING A BENCH, WHICH HAS BEEN DONATED TO US A SPART OF THE JUBILEE CELEBRATIONS BY A RESIDENT OF THE PARISH. THE SEAT IS TO PROVIDE FOR THE OLDERRESIDENTS A PLACE TO SIT IN COMFORT WHILST WAITING FOR THE WIGGLY BUS TO ARRIVE. AT PRESENT THEY HAVE TO STAND FOR THE TIME THAT IT TAKES FOR THE BUS TO ARRIVE. THIS TIME CAN VARY ACCORDING TO THE TRAFFIC.		
In which community area does your project take place? ( <i>Please give name – <a href="#">see section 3</a></i> )	PEWSEY AB		
I/we have discussed our project with the town/parish council?	Yes <input checked="" type="checkbox"/>	Date 6/09/12	No <input type="checkbox"/>
I/we have discussed our project with our Wiltshire councillor?	Yes <input checked="" type="checkbox"/>	Date 6/09/12	No <input type="checkbox"/>

<b>Where will your project take place?</b>	MANNINGFORD BRUCE OUTSIDE THE VILLAGE HALL
<b>When will your project take place?</b>	WE ARE HOPING TO COMPLETE IN THE NEW YE
<b>How did you discover there was a need for your project (please provide evidence) and how will your project benefit your local community?</b>  <i>Important: Please do not type/write in paragraphs – This section is limited to 700 characters only (inclusive of spaces)</i>	IT WAS RAISED AT THE RECENT PARISH COUNCIL MEETING BY A NUMBER OF RESIDENTS. THIS WILL ENABLE THE ELDER RESIDENTS TO SIT ON SOMETHING COMFORTABLE WHILST THEY WAIT FOR THE BUS TO ARRIVE. IT WILL POSITIONED UNDER THE TREE TO GIVE THE RESIDENTS SHELTER AGAINST THE WEATHER IN THE SUMMER MONTHS
<b>How many people will benefit from your project?</b>	10 TO 20.
<b>How does your project demonstrate a direct link to the local community plan for your area? (see <a href="http://www.wiltshire.gov.uk/areaboards">www.wiltshire.gov.uk/areaboards</a>) or priorities of your area board) Please provide a reference/page no.</b>	
<b>Any other information about your project. (Limited to a 1000 characters)</b> WE ENVISAGE THAT IT WILL ENAHNCE THE COMMUNITY SPIRIT IF WE CAN GET THEM TO ARRANGE TO MEET AT ONE SPOT. IT WILL HOPEFULLY ALSO GET THEM TO KNOW EACH OTHER BETTER AND IN DUE COURSE ENABLE THEM TO SUPPORT EACH OTHER WHEN IT IS NECESARY	
<b>To be completed ONLY where town/parish councils are making an application</b>	
<b>Is your project one which parish/town councils have powers to raise local taxes to fund?</b>	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
<b>Could your project be funded from your reserves?</b>	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
<b>Is your project urgent (having to be completed in this financial year? If you answer YES please provide evidence elsewhere on the application form)</b>	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="5"/>	Female	<input type="text" value="3"/>
25 – 50 years	Male	<input type="text"/>	Female	<input type="text"/>
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?  
N/A

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?

WE WILL CONTACT THE RESIDENTS TO SEE IF IT HAS HELPED INDIVIDUALS TO MEET PEOPLE IN SIMILAR SITUATION IN THE VILLAGE

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)**

<b>Year ending:</b>	<b>Month:</b> MAR	<b>Year:</b> 2012
<b>A - Total income:</b>	£6,828	
<b>B - Minus total expenditure:</b>	£11,860	
<b>Surplus/deficit for year: (A minus B)</b>	£(5,032)	
<b>Free reserves currently held (i.e. money not committed to other projects/operating costs)</b>	£3,506	

**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.**

<b>Project Costs A</b> Please provide a <u>full</u> breakdown e.g. equipment, installation etc.		<b>Project Income B</b> Please list all sources of funding for this project, as provisional (P) or confirmed (C)		
			P/C	
INSTALLATION COSTS	£450	Own fundraising/reserves	225	£
	£			£
	£	Parish/town council		£
	£			£
	£	Trusts/foundations		£
	£			£
	£	In kind		£
	£			£
	£			
	£	Other		£
	£			£
<b>Total Project Expenditure</b>	<b>£450</b>	<b>Total Project Income</b>		<b>£225</b>
<b>Total project income B</b>		£450		
<b>Total project expenditure A</b>		£225		
<b>Project shortfall A – B</b>		£225		
<b>Grant sought from Wiltshire Council Area Board</b>		£225		
<b>Bank Details</b>				
<b>Please give the name of the organisations' bank account e.g. Barclays</b>				
<b>Please give the name of the organisations' bank account e.g. Chippenham Scouts</b>				

**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:** 12/12/2012

**Position in organisation:** TREASURER

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