



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	Salisbury Arts Centre		
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 Charity		

2. Your project

Project Title/Name	A Salisbury Odyssey		
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>	22 sessions teaching young people professional film skills to gain a qualification through a series of workshops including scriptwriting and production techniques, to completed film. It aims to provide a meaningful and fun participation opportunity to young people in a recognised area of deprivation on the city's outskirts, whilst being an action research project into the difficulties local young people have accessing cultural opportunities through travel issues resulting from financial barriers and the geography of the surroundings – explored through the metaphor of the classic Odyssey story.		
In which community area does your project take place? (<i>Please give name – see section 3</i>)	Bemerton Heath, Salisbury		
I/we have discussed our project with the town/parish council?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	Date 22/11/12 John Abbott	
I/we have discussed our project with our Wiltshire councillor?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	Date 22/11/12 Chris Cochrane - SAC board observer	

Where will your project take place?	An active street-based project in the Bemerton Heath area	
When will your project take place?	February to April 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>	After summer street work with youth workers in Bemerton Heath recruiting for a film project based at the Arts Centre, and through discussions with other local community agencies such as the Bemerton Heath Centre, it is clear that distance is a perceived barrier for many young people to take up cultural opportunities outside of their neighbourhood, despite their interest. Direct community provision will give them the opportunity to achieve a GCSE-level qualification and build aspirations for participation. Filmmaking is an accessible and immediate creative activity, and the project will also create research resources to assist in understanding young people's difficulties and perceptions.	
How many people will benefit from your project?	20 participants plus local audience	
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.	The project addresses action plans in the Salisbury Community Area Plan (please see further information below). Our Salisbury Area Plan p.19 & p.29	
Any other information about your project. (Limited to a 1000 characters)		
The project intends to be an active street-based project in the Bemerton Heath area, but will use as its base the Bemerton Heath Centre as well St Michael's Community Centre. Film editing sessions towards the end of the project will utilise Salisbury Arts Centre's media space facilities.		
The project addresses the following Salisbury Community Area Plan actions: Education: Encourage the take up of vocational and recreational courses on offer; (p.19) Culture: Work with local organisations to promote opportunities for young people to get involved; Encourage and support more events and workshops during holiday periods for families and children. (p.29)		
This is a standalone project, however it will allow an important pilot activity to take place, resulting in increased participation capacity as well as evaluated research findings, and continued fundraising will be built on the back of this work to establish a regular series of on-going project work in the area. Salisbury Arts Centre is c		
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	<input type="text"/>	Female	<input type="text"/>
25 – 50 years	Male	<input type="text" value="2"/>	Female	<input type="text" value="2"/>
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?

This is a standalone project, however it will allow an important pilot activity to take place, resulting in increased participation capacity as well as evaluated research findings, and support for ongoing projects will be sought from other funders.

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?

The project will include reflective evaluation throughout its delivery, using the facilitators' tried and trusted methods for feedback and monitoring of the personal progression of the participants – who will also be supported to achieve Arts Award qualifications equivalent to GCSEs that will provide formal evidence of their active engagement in creative learning. More detailed answer attached.

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

Salisbury Arts Centre

2500

2500

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: 2011-12
A - Total income:	£761,989	
B - Minus total expenditure:	£824,870	
Surplus/deficit for year: (A minus B)	£62,881	
Free reserves currently held (i.e. money not committed to other projects/operating costs)	£31,023	

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	
Artists contact time	£2,800	Own fundraising/reserves		£
Artists non-contact	£2,475	2500	C	£2,500
DVDs & cases	£260	Parish/town council		£
pads/pens clipboards	£100			£
rooms and equipment	£4,235	Trusts/foundations		£
arts award costs	£700			£
transport expenses	£173	In kind		£
screening costs	£540	Salisbury Arts Centre	C	£3,515
marketing	£250	Bemerton Heath Centre	C	1,760
photocopying	£25	Other		£
project management	£1,800	business sponsorship	P	£583
Total Project Expenditure	£13,358	Total Project Income		£8,358
Total project income B		£8,358		
Total project expenditure A		£13,358		
Project shortfall A – B		£5000		
Grant sought from Wiltshire Council Area Board		£5,000		
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: 22/11/2012

Position in organisation:

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