



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	Cricklade Heritage Trail Project		
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	Cricklade Heritage Trail		
What is your project about and what does it aim to achieve?	To design and install 18 historic interpretation boards throughout Cricklade and produce 3 walking trail pamphlets		
<i>Important: This section is limited to 600 characters only (inclusive of spaces).</i>			
In which community area does your project take place? (<i>Please give name – see section 3</i>)	Wootton Bassett and Cricklade		
I/we have discussed our project with the town/parish council?	Yes <input checked="" type="checkbox"/>	Date 15 11 12	No <input type="checkbox"/>
I/we have discussed our project with our Wiltshire councillor?	Yes <input checked="" type="checkbox"/>	Date 01 12 12	No <input type="checkbox"/>

Where will your project take place?	Cricklade
When will your project take place?	As soon as funds are available
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>	Cricklade is a Saxon Town steeped in history, but unfortunately much of it is not visible i.e. Town Walls, Burgage plots. Roman river crossing and mint, The project is of one education about our Town to visitors and residents alike. The Town is on the Thames Path and we wish to encourage walkers to the Town. By establishing these historical information boards we will be making the Town an interesting place to visit encouraging tourism and an increase in visitor numbers, an essential part of the towns economic sustainability.
How many people will benefit from your project?	5000 residents and visitors
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.	Promote Tourism and development of Market Town, Protection of sites of Historic interest, Community Involvement, promote Civic Pride. Promote health 8,9,17,21,23
Any other information about your project. (Limited to a 1000 characters) 5 partners, The Historical Society, Business Association, Court Leet, Bloomers are non profit making, raising funds from subscription or fund raising. The 5th partner is Cricklade Council operating as administrators, offering officer support dealing with the planning, highways and conservation issues. The coming together of these Community based groups has in its self shown the continuing community spirit that exists in Cricklade and the will to work together to enhance our Town. 10 board has now been installed and have proved to be an outstanding success with visitors and residents commenting on its informative nature and stylish design. The Visit Wiltshire Team commended the Town for its initiative. The project will be progressed in stages as finance is found. Funds for the next 6 boards is now being sought with funds raised for three. The project is now working with schools who are both having design input and raising funds towards phase 2 of this project as education projects	
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 type="checkbox"/> No <input checked="" 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?

Self finance and fund raising

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?

Increased visitor numbers to Cricklade, take up of walk literature, Economic growth through increased sales and visitor numbers feedback from residents and visitors

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)

Year ending: July 2012	Month: July	Year: 2012
A - Total income:	£6570	
B - Minus total expenditure:	£6481	
Surplus/deficit for year: (A minus B)	£88	
Free reserves currently held (i.e. money not committed to other projects/operating costs)	£Nil	

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	
6 Interpretation Board	£7,800	Own fundraising/reserves		£2,600
Installation in kind	£Nil	6x2 Hrs in kind labour		£Nil
	£	Parish/town council		£1,300
	£			£
	£	Trusts/foundations		£
	£			£
	£	In kind		£
	£			£
	£	Other		£
	£			£
Total Project Expenditure	£7,800	Total Project Income		£3,900
Total project income B		£3,900		
Total project expenditure A		£7,800		
Project shortfall A – B		£3,900		
Grant sought from Wiltshire Council Area Board		£3,900		
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		Cricklade Town Council		

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: 10/12/2012

Position in organisation: Chairman

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