



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	Wootton Bassett Hockey 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	Storage facility for junior/youth equipment		
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>	To install a dry and secure storage shed next to the All Weather Pitch at Royal Wootton Bassett Academy for the storage of all junior/youth hockey equipment that is currently held by various club members in their houses/garages across the County. Having the equipment located at the pitch will allow for easier, more frequent access not just for our Club members but also to wider community groups including the Academy pupils. This will allow for, potentially, more hockey sessions to take place at Academy for local Primary Schools and community/disabled groups.		
In which community area does your project take place? <i>(Please give name – see section 3)</i>	Royal Wootton Bassett and Cricklade		
I/we have discussed our project with the town/parish council?	Yes <input type="checkbox"/>	Date	No <input checked="" 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?	Royal Wootton Bassett Academy
When will your project take place?	March 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>	We have on several occasions equipment not available for training sessions due to Club members not available to come to that session. This has sometimes meant that there is not enough sticks, balls, bibs, goalkeeping equipment available for the planned session. Having all this equipment stored locally would allow for all planned sessions to go ahead without any issues.
How many people will benefit from your project?	50 - 200
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.	To aid in the inclusion of all members of the local community to access high level sports coaching.
Any other information about your project. (Limited to a 1000 characters) Wootton Bassett Hockey Club is currently undertaking a project to look in to the feasibility of introducing disabled children/adults to the sport of hockey. We have good access to the car park, changing facilities and all weather pitch at Royal Wootton Bassett Academy and with a number of qualified coaches and enthusiastic members we hope to be in a position to invite the first groups to our Open Day in September 2013. Key to this will be having a storage area for all the equipment we currently use and may need in the future. Approval has been given by the Academy and G4S to site the shed on the Academy site.	
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	<input type="text" value="2"/>	Female	<input type="text"/>
25 – 50 years	Male	<input type="text" value="4"/>	Female	<input type="text" value="6"/>
Under 25 years	Male	<input type="text" value="2"/>	Female	<input type="text" value="2"/>
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?
Ongoing equipment insurance to come from Club funds.

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 inclusion of more primary/secondary aged pupils taking up the sports as well the introduction of disabled children/adults to the sport. Press articles, Clubmark awards etc.

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: 2012	Month: July	Year: 2012
A - Total income:	£19854	
B - Minus total expenditure:	£23179	
Surplus/deficit for year: (A minus B)	£-3325	
Free reserves currently held (i.e. money not committed to other projects/operating costs)	£4000	

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	
To lay a concrete base	£670	Own fundraising/reserves		£
Storage Shed	£270			£
	£	Parish/town council		£
	£			£
	£	Trusts/foundations		£
	£			£
	£	In kind		£
	£			£
	£			
	£	Other		£
	£			£
Total Project Expenditure	£940	Total Project Income		£0
Total project income B		£0		
Total project expenditure A		£940		
Project shortfall A – B		£940		
Grant sought from Wiltshire Council Area Board		£940		
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		Wootton Bassett Hockey Club, Treasurers Account		

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: 15/12/2012

Position in organisation: Funding and Inclusion Officer

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