



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 Sports Association (WBSA)		
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	Gerard Buxton Sports Hub		
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>	This application seeks funding for sports equipment that will support the relocation of WBSA to a new sports hub. Specifically, we are seeking funding to purchase equipment that will initially be used at a Ballards Ash Sports ground whilst the new facilities are under construction. These will then be used at the new sports hub. The project will support continuous provision of sporting activities and help to maintain and increase participation. Funding is being sought for sports team shelters and goalposts that will be used by WBSA sporting teams.		
In which community area does your project take place? (Please give name – see section 3)	Northern Locality - Wootton Bassett and Cricklade Area Board		
I/we have discussed our project with the town/parish council?	Yes <input checked="" type="checkbox"/>	Date	No <input type="checkbox"/>
I/we have discussed our project with our Wiltshire councillor?	Yes <input checked="" type="checkbox"/>	Date	No <input type="checkbox"/>

Where will your project take place?	Ballards Ash Sports Ground and Gerard Buxton Sports Hub, Royal Wootton Bass
When will your project take place?	Start July 2012
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>	Relocating WBSA to a new facility has been identified as a result of a detailed feasibility, planning and sports development process. A full report on the project is attached. The relocation will deliver extensive new facilities for football, cricket and tennis and will support the needs of WBSA member clubs and many other local clubs, schools and groups. The project is to be delivered starting in summer 2013, and its delivery will require temporary use of other facilities whilst the new facilities are being built. This means that WBSA will have additional sites to provide equipment for, but this will be equipment that is ultimately needed at the new sports hub.
How many people will benefit from your project?	
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 will deliver new recreational facilities for residents and will assist with providing more opportunities to participate in exercise. 21&22
Any other information about your project. (Limited to a 1000 characters) The relocation of WBSA to the new Gerard Buxton Sports Hub is an important project for Royal Wootton Bassett and will deliver a facility that can have a positive impact on a range of local themes including health, sport and leisure and also lifelong learning. The project's delivery had been affected by the economic climate but this is now in full motion and will start later this year. To do this however means that there is a need to provide some additional temporary facilities for the WBSA teams to use whilst the new facilities are being built. Capital funding for the new scheme is identified however some financial support to assist with the temporary measures is required. This investment will then be used at the new sports hub, thus making efficient use of all of the available resources. The total costs of the new sports hub is £6.1m, with an additional cost of £45,000 required to provide the interim facilities that are needed to make this project happen.	
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" value="4"/>	Female	<input type="text"/>
25 – 50 years	Male	<input type="text" value="4"/>	Female	3 <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?

The funding is for one off capital purchases. WBSA will be responsible for future replacement of these, and they will be budgeted for.

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 has been developed based on sporting needs and identified targets for growth. These are all recorded in club sports development plans which are reviewed and evaluated each year. We would expect the project to result in an increase in participation and usage of the proposed facilities. This will be evidenced through membership data, team affiliations and records of visits.

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 see note attached

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: December	Year: 2011
A - Total income:	£85162	
B - Minus total expenditure:	£74141	
Surplus/deficit for year: (A minus B)	£11021	
Free reserves currently held (i.e. money not committed to other projects/operating costs)	£0	

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	
Team shelters	£1,950	Own fundraising/reserves	C	£40,120
Junior Goal posts	£1,792			£
Barrier fencing	£2,800	Parish/town council		£
Installation	£1,200			£
Groundshare Hire Charg	£28,240	Trusts/foundations		£
Insurance	£800			£
Travel Costs	£8,280	In kind		£
	£			£
	£			
	£	Other		£
	£			£
Total Project Expenditure	£45,062	Total Project Income		£40,120
Total project income B		£40,120		
Total project expenditure A		£45,062		
Project shortfall A – B		£4,942		
Grant sought from Wiltshire Council Area Board		£4,942		
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		WB Spots Bar		

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: 24/01/2013

Position in organisation: Projects Officer

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